CITY OF WINDSOR AGENDA 11/09/2026

Special Development & Heritage Standing Committee Meeting

Date: Monday, November 9, 2026
Time: 3:00 o'clock p.m.

Location: Council Chambers, 1st Floor, Windsor City Hall

All members will have the option of participating in person in Council Chambers or electronically and will be counted towards quorum in accordance with Procedure By-law 98-2011 as amended, which allows for electronic meetings. The minutes will reflect this accordingly. Any delegations have the option to participate in person or electronically.

MEMBERS:

Ward 1 – Councillor Fred Francis

Ward 4 - Councillor Mark McKenzie

Ward 7 - Councillor Angelo Marignani

Ward 9 - Councillor Kieran McKenzie

Ward 10 - Councillor Jim Morrison (Chairperson)

Member Anthony Arbour

Member Joseph Fratangeli

Member John Miller

Member Charles Pidgeon

Member Robert Polewski

Member Khassan Saka

Member William Tape

ORDER OF BUSINESS

Item #	Item Description
1.	**CALL TO ORDER**

READING OF LAND ACKNOWLEDGMENT

We [I] would like to begin by acknowledging that the land on which we gather is the traditional territory of the Three Fires Confederacy of First Nations, which includes the Ojibwa, the Odawa, and the Potawatomi. The City of Windsor honours all First Nations, Inuit and Métis peoples and their valuable past and present contributions to this land.

2. DISCLOSURES OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF

3. REQUEST FOR DEFERRALS, REFERRALS OR WITHDRAWALS

4. COMMUNICATIONS

5. ADOPTION OF THE *PLANNING ACT* MINUTES

6. PRESENTATION DELEGATIONS (*PLANNING ACT* MATTERS)

7. *PLANNING ACT* MATTERS

8. ADOPTION OF THE MINUTES

8.1. Adoption of the Development & Heritage Standing Committee minutes of its meeting held August 04, 2026 **(SCM 276/2026)**

8.2. Adoption of the Development & Heritage Standing Committee minutes of its meeting held September 1, 2026 **(SCM 298/2026)**

8.3. Adoption of the Development & Heritage Standing Committee minutes of its meeting held October 5, 2026 **(SCM 315/2026)**

9. PRESENTATIONS AND DELEGATIONS (COMMITTEE ADMINISTRATIVE MATTERS)

10. *HERITAGE ACT* MATTERS

10.1. Heritage Designations of 'High' Priority Properties, Batch III (City-wide) **(S 87/2026)**
Author: Kristina Tang, Planner III – Heritage

Clerk's Note: Appendix C available at www.citywindsor.ca due to size.

11. ADMINISTRATIVE ITEMS

11.1. On-site Signs Providing Notice of Planning Applications - City Wide **(S 112/2026)**
Author: Greg Atkinson, Deputy City Planner - Development

12. COMMITTEE MATTERS

13. QUESTION PERIOD

14. ADJOURNMENT

Item No. 8.1

Committee Matters: SCM 276/2026

Subject: Adoption of the Development & Heritage Standing Committee minutes of its meeting held August 04, 2026

Development & Heritage Standing Committee Meeting

Date: Tuesday, August 04, 2026
Time: 4:30 o'clock p.m.
Location: Council Chambers, 1st Floor, Windsor City Hall

Members Present:

Councillors
Ward 1 - Councillor Fred Francis
Ward 9 - Councillor Kieran McKenzie
Ward 10 - Councillor Jim Morrison (Chairperson)

Councillor Regrets
Ward 4 - Councillor Mark McKenzie
Ward 7 - Councillor Angelo Marignani

Members
Member Anthony Arbour
Member John Miller
Member Charles Pidgeon
Member Robert Polewski
Member William Tape

Member Regrets
Member Joseph Fratangeli
Member Khassan Saka

PARTICIPATING VIA VIDEO CONFERENCE ARE THE FOLLOWING FROM ADMINISTRATION:

Sandra Gebauer, Council Assistant

ALSO PARTICIPATING IN COUNCIL CHAMBERS ARE THE FOLLOWING FROM ADMINISTRATION:

Jelena Payne, Deputy Chief Administrative Officer / Commissioner, Economic Development
Jason Campigotto, Deputy City Planner – Growth
Aaron Farough, Senior Legal Counsel
Stacey McGuire, Executive Director Operations

Ian Day, Senior Manager, Transportation
Patrick Winters, Manager, Development
Laura Diotte, Manager, Planning
Emilie Dunnigan, Manager Development Revenue & Financial Administration
Elara Mehrilou, Supervisor, Coordinator Maintenance
Frank Garado, Planner III – Policy & Special Studies
Kristina Tang, Planner III -Heritage
Brian Nagata, Planner III - Development
Averil Parent, Planner II - Development Review
Kevin Alexander, Planner III - Special Projects
Justina Nwaesei, Planner III – Development
Simona Simion, Planner III – Economic Development
Aashvi Sarvaiya, Development Review Technician
Natasha McMullin, Clerk Steno Senior
Anna Ciacelli, Deputy City Clerk

Delegations—participating via video conference
Item 7.1 Mohammad Hanah, Applicant, Avant Design
Item 7.2 Daniel Soleski, Agent for Applicant, Architecttura
Item 7.3 Helen Berry, Area Resident
Item 7.3 Jason Thibert, ADA Architects, Agent for Applicant
Item 7.3 Giovanni Oliverio, CGI Construction Group, Agent for Applicant
Item 7.3 Jason Baker, Baker Investments Ltd., Applicant
Item 11.1 Michelle Cook-McIntyre, Applicant

Delegations—participating in person
Item 7.2 Mark McMullen, Area Resident
Item 7.2 Cheryl Sprague, President of Delta Chi Childhood Centres
Item 7.3 Len Janisse, Area Resident
Item 10.1 Mike Cardinal, Area Resident
Item 10.1 Kai Hildebrandt, Area Resident
Item 11.2 Melanie Muir, Dillon Consulting, Agent for Applicant

1. CALL TO ORDER

The Chairperson calls the meeting of the Development & Heritage Standing Committee to order at 4:30 o’clock p.m.

2. DISCLOSURES OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF

Member Willian Tape discloses an interest and abstains from voting on Item10.2 being “Heritage Designations of 'High' Priority Properties, Batch II (City-wide),” items related to the Greater Essex County District School Board properties and the Anglican Diocese in London, for which he is a consultant.

3. REQUEST FOR DEFERRALS, REFERRALS OR WITHDRAWALS

11.2. Part Closure of Roseland Crescent East and Roseland Crescent West located east of Dougall Avenue and south of Cabana Road East, Ward 9, SAS-4182

Moved by: Councillor Kieran McKenzie
Seconded by: Councillor Fred Francis

THAT the report of the Acting Planner III – Development dated June 23, 2026 entitled "Part Closure of Roseland Crescent East and Roseland Crescent West located east of Dougall Avenue and south of Cabana Road East, Ward 9, SAS-4182" **BE DEFERRED** to the September 1, 2026 Development & Heritage Standing Committee meeting to allow Administration time to make a revision to the supporting report.
Carried.

Report Number: S 78/2026
Clerk's File: SAA2026

4. COMMUNICATIONS

None presented

5. ADOPTION OF THE *PLANNING ACT* MINUTES

5.1. Adoption of the Development & Heritage Standing Committee (*Planning Act*) minutes of its meeting held July 6, 2026

Moved by: Member Anthony Arbour
Seconded by: Member Robert Polewski

THAT the *Planning Act* minutes of the Development & Heritage Standing Committee of its meeting held July 6, 2026 **BE ADOPTED** as presented.
Carried.

Report Number: SCM 266/2026

6. PRESENTATION DELEGATIONS (*PLANNING ACT* MATTERS)

7. P*LANNING ACT* MATTERS

7.1. Zoning By-Law Amendment - Z 016-26 (ZNG-7379) 0 & 563 Brant St. - Ward 3

Moved by: Councillor Fred Francis
Seconded by: Councillor Kieran McKenzie

Decision Number: **DHSC 854**

I. THAT Zoning By-law 8600 **BE AMENDED** by adding the following zoning exception to Section 91.10:

33. **SOUTH SIDE OF BRANT STREET BETWEEN GLENGARRY AVENUE AND AYLMER AVENUE**

1. For the lands comprising of Part Block 22, Part Lots 5 & 6 on Registered Plan 126, the following additional provisions shall apply*:*

   a) *Lot Frontage*: *minimum* 13.7 m

   b) *Side Yard* Width: where a *habitable room window* of any *dwelling unit* faces a *side lot line*:

      1. From the westerly *lot line: minimum* 0.20 m
      2. From the easterly *interior lot line: minimum* 2.20 m

   c) *Landscaped Area*: *minimum* 30% of *lot area*

   d) Notwithstanding Sections 24.20.10 and 24.22.10, each *parking space* or *visitor parking space* shall have a *minimum* length of 5.5 m and a *minimum* width of 2.5 m.

   e) Notwithstanding Section 24.26.1 *required parking spaces* and visitor *parking spaces* for *dwelling units* are permitted to be located at Block 21, East Part Lot 6 on Registered Plan 126

   f) Notwithstanding Clauses .5 and .6 of Table 25.5.20.1, the *minimum* separation of a *parking area* from a *building* wall containing a *habitable room window* or containing both a main pedestrian entrance and a *habitable room window* facing the *parking area* where the *building* is located on the same *lot* as the *parking area* shall be 1.20 m

   g) Notwithstanding Section 25.5.30.4, the *minimum* width of an *access area* shall be 6.30 m

   h) Notwithstanding Section 25.5.40.3, the *minimum* width of a *collector aisle* shall be 5.40 m

2. For the lands comprising of Block 21, East Part Lot 6 on Registered Plan 126, a *Public Parking Area* shall be an additional permitted *main use,* and the following additional provisions shall apply to a *Public Parking Area:*

   a) Notwithstanding Sections 24.20.10 and 24.22.10, each *parking space* or *visitor parking space* shall have a *minimum* length of 5.5 m and a *minimum* width of 2.5 m.

   b) Section 25.5.10.1 shall not apply

c) Notwithstanding Clause .2 in Table 25.5.20.1, the *minimum* parking area separation of a *parking area* from Brant Street shall be 0.9 m

d) Section 25.5.20.1.3 shall not apply

e) A *screening fence* shall be provided along the *lot lines* that bound the *parking area and* shall have a *minimum* height of 1.2 m along the west *lot line,* and a height of 0.9 m along the north and south *lot lines.*

[ZDM 6; ZNG/7379]

II. THAT Zoning By-law 8600 **BE FURTHER AMENDED** by changing the zoning of Part Block 22, Part Lots 5 & 6, Plan 126, known municipally as 0 & 563 Brant Street (Roll No. 030-080-04504 and 030-090-04700), situated on the south side of Brant Street between Glengarry Avenue and Aylmer Avenue RD3.1 to RD3.1x(33).

III. THAT the Manager of Right of Way **BE DIRECTED** to collect the Owner's alley contribution (as described in the comments attached as Appendix C) as part of the Right of Way Permit.

Carried.

Report Number: S 70/2026
Clerk's File: Z/15190

7.2. Zoning By-law Amendment for 1258-1264 Argyle Road; Applicant: 1000919722 Ontario Inc.; File No. Z-011/26 [ZNG/7371]; Ward 4

Moved by: Councillor Kieran McKenzie
Seconded by: Member Anthony Arbour

Decision Number: **DHSC 855**

I. THAT Zoning By-law 8600 **BE AMENDED** by adding the following clause to Section 91.10:

34 **EAST SIDE OF ARGYLE ROAD, BETWEEN OTTAWA STREET AND ONTARIO STREET**

For the land comprising Lot 68 and Part of Lots 67 and 69, on Plan 684, PIN 01131-0560 LT, PIN 01131-0561 LT, and PIN 01131-0562 LT, one *Multiple Dwelling* with a *maximum* of 7 *dwelling units* shall be an additional permitted *main use* subject to the following additional provisions:

a) *Lot Area*: *minimum* 720.0 m^2

b) *Landscaped Open Space Yard*: *minimum* 35.0% of *lot area*

c) Notwithstanding Section 24.20.5.1, the *minimum* parking rate shall be 1.0 for each dwelling unit

d) Section 24.22 shall not apply

e) Section 24.24 shall not apply

f) Notwithstanding Clause .3 in Table 25.5.20.1, the *minimum parking area separation* from an alley shall be 0 m

g) Section 25.5.30 shall not apply

h) Exterior Cladding:

1. North, South, and East Sides of the building -
    a. Red brick veneer - *minimum* 50% of the exterior wall face
    b. Stucco limited to the second storey
2. West Side of the building –
    a. Red brick veneer – *minimum* 80% of the exterior wall face
    b. Red brick veneer predominantly raised up to the soffit
    c. Stucco is permitted as an accent material on the second storey only.

i) Roofing Material shall be of “Certainteed Carriage House Asphalt Shingles” or similar scalloped shingle.

j) A flat roof or a roof having a slope of less than 20.0 degrees is prohibited.

k) A *Multiple Dwelling* containing 8 or more *dwelling units* is prohibited

[ZDM 7; ZNG/7371]

II. THAT Zoning By-law 8600 **BE FURTHER AMENDED** by changing the zoning of PT LOT 67 and 68, PLAN 684 (PIN -01131-0560 LT), PT LOT 68 PLAN 684 (PIN 01131-0561 LT), and PT LOT 68 and 69, PLAN 684 (PIN 01131-0562 LT), situated on the east side of Argyle Road, between Ottawa street and Ontario Street (municipally known as 1258, 1262, & 1264 Argyle Road); Roll Numbers 020-230-02300, 020-230-02400, and 020-230-02500) from RD2.2 to RD2.2x(34).

III. THAT the City Engineer **BE DIRECTED** to require the following prior to issuing a street opening permit for the subject property

a) the owner abandons the existing undersized water service on the property and installs adequately sized water service for the new development, entirely at their cost, to accommodate the proposed development on the subject land to the satisfaction of ENWIN Water Engineering, and

b) the owner submits a letter from ENWIN Water Engineering to confirm that the upgrade is satisfactory.

Carried.

Report Number: C 100/2026
Clerk’s File: Z/15191

7.3. Rezoning – Baker Investments Ltd.- 0 Wyandotte Street East & 0 Watson Avenue - Z-009/26 [ZNG-7369] - Ward 6

Moved by: Councillor Fred Francis
Seconded by: Member Anthony Arbour

Decision Number: **DHSC 856**

I. THAT Zoning By-law 8600 **BE AMENDED** by adding the following zoning exception to Section 91.10:

35. NORTHEAST CORNER OF WYANDOTTE STREET EAST AND WATSON AVENUE

For the lands comprising Block "A" and Block "B", Registered Plan 1628, and Part of Block "B", Registered Plan 1627 (PIN 01066-0197 & PIN 001066-0244), the following additional provision shall apply:

a) *Landscaped Area*: *minimum* 26.5% of the *lot area.*

b) *Parking Area* separation: From the north *interior lot line*: *minimum* 2.0 m.

c) A continuous *screening fence* with a minimum height of 1.8 m shall be provided along the north *interior lot line.*

[ZDM 14; ZNG/7369]

II. THAT Zoning By-law 8600 **BE FURTHER AMENDED** by changing the zoning of Block "A" and Block "B", Registered Plan 1628, and Part of Block "B", Registered Plan 1627 (PIN 01066-0197 & PIN 001066-0244), situated on the east side of Watson Avenue between Menard Street and Wyandotte Street East, known municipally as 0 Wyandotte Street East and Watson Avenue (Roll No: 060-330-00100 & 060-330-00200) from RD1.1 and RD3.2 to RD3.2x(35).

Carried.

Report Number: S 84/2026
Clerk's File: Z/15176

There being no further business the meeting of the Development & Heritage Standing Committee (*Planning Act* Matters) portion is adjourned at 5:27 o'clock p.m.

The Chairperson calls the *Heritage Act* Matters portion of the Development & Heritage Standing Committee meeting to order at 5:29 o'clock p.m.

8. ADOPTION OF THE MINUTES

8.1. Adoption of the Development & Heritage Standing Committee minutes of its meeting held July 6, 2026

Moved by: Member William Tape

Seconded by: Member Charles Pidgeon

THAT the minutes of the Development & Heritage Standing Committee of its meeting held July 6, 2026 **BE ADOPTED** as presented.
Carried.

Report Number: SCM 265/2026

9. PRESENTATIONS AND DELEGATIONS (COMMITTEE ADMINISTRATIVE MATTERS)

10.2. Heritage Designations of 'High' Priority Properties, Batch II (City-wide)

Kristina Tang, Planner III – Heritage appears before the Development & Heritage Standing Committee regarding the administrative report dated June 19, 2026 entitled “Heritage Designations of 'High' Priority Properties, Batch II (City-wide)” and provides a brief overview regarding the selection of the latest batch of properties to be designated as having heritage significance. Due to provincial legislation, properties on the heritage register not yet designated will be removed from the register effective January 1, 2027. At Council’s direction, staff has been evaluating listed properties for designation. Ms. Tang outlines the process of heritage designation, explains how staff have been working with the owners of heritage properties, and highlights the benefits of heritage designation.

Councillor Kieran McKenzie compliments administration on the quality of the report but expresses his concern that Marlborough Public School has been left off the list. He asks if this is due to the school board’s unwillingness, or if administration feels it does not meet the criteria for designation. Ms. Tang replies that the property does meet the criteria, but the owner has requested that the building be left off the designation list; administration continues to engage with the property owner in efforts to resolve this.

Councillor Kieran McKenzie inquires what the next steps would be in conversation with the school board as he is concerned that scheduled construction on the property may result in the loss of heritage features. Ms. Tang replies that administration would continue to stress the benefits of designation and further discuss potentially designating only part of the property rather than its entirety.

Member William Tape inquires if the St. Bernard School Reconstructed Wall requires designation as it was built under and therefore protected by Site Plan Control. Jason Campigotto, Deputy City Planner-Growth, appears before the Development & Heritage Standing Committee regarding the administrative report dated June 19, 2026 entitled “Heritage Designations of 'High' Priority Properties, Batch II (City-wide)” and indicates that the wall still has heritage attributes that are not inherently protected under Site Plan Control.

Moved by: Councillor Kieran McKenzie
Seconded by: Councillor Fred Francis

Decision Number: **DHSC 858**

I. THAT the City Clerk **BE AUTHORIZED** to publish a Notice of Intention to Designate the following Greater Essex County District School Board properties in accordance with Part IV, Section 29 of the *Ontario Heritage Act* based on the Statements of Cultural Heritage Value or Interest attached in Appendix 'A':

1. 2229 Chilver Rd - "Hugh Beaton School" (Ward 4)
2. 1648 Francois Rd - "David Maxwell School" (Ward 5)
3. 949 Giles Blvd E - "Prince Edward School" (Ward 4)
4. 245 Tecumseh Rd E - "W.C. Kennedy High School" (Ward 3)
5. 1376 Victoria Ave - "Victoria School" (Ward 3).

II. THAT the City Clerk **BE AUTHORIZED** to publish a Notice of Intention to Designate the following Windsor Essex Catholic District School Board properties in accordance with Part IV, Section 29 of the *Ontario Heritage Act* based on the Statements of Cultural Heritage Value or Interest attached in Appendix 'A':

1. 1860 Chandler Rd - "St. Bernard School Reconstructed Wall" (Ward 5)
2. 1100 Huron Church Rd - "Chapel, Assumption College High School" (Ward 2).

III. THAT the City Clerk **BE AUTHORIZED** to publish a Notice of Intention to Designate the following RC London Diocese properties in accordance with Part IV, Section 29 of the *Ontario Heritage Act* based on the Statements of Cultural Heritage Value or Interest attached in Appendix 'A':

1. 1035 Ellis St E - "Holy Trinity Church / Kościół Św. Trójcy" (Ward 4)
2. 708 Erie St E / 980 Louis Ave- "Saint'Angela Merici Church" (Ward 4)
3. Huron Church Rd / Wyandotte St W (Roll No. 050-260-00100) - "Assumption Cemetery" (Ward 2)
4. 85 Park St E - "St. Alphonsus Church" (Ward 3)
5. 2153 Parkwood Ave - "St. Michael's Church" (Ward 4).

IV. THAT the City Clerk **BE AUTHORIZED** to publish a Notice of Intention to Designate 881 Glidden Ave - "Riverside United Church" (Ward 6) in accordance with Part IV, Section 29 of the *Ontario Heritage Act* based on the Statement of Cultural Heritage Value or Interest attached in Appendix 'A'.

V. THAT the City Clerk **BE AUTHORIZED** to publish a Notice of Intention to Designate 710 Mercer St - "First Baptist Church" (Ward 3) in accordance with Part IV, Section 29 of the *Ontario Heritage Act* based on the Statement of Cultural Heritage Value or Interest attached in Appendix 'A'.

VI. THAT the City Solicitor **PREPARE** the By-laws for Council to designate the properties; and,

VII. THAT Administration **BE DIRECTED** to continue identifying heritage properties at risk, including Marlborough Public School, and any other properties that may warrant protection,

and to bring forward recommendations for heritage designation where appropriate for Council's consideration prior to the legislated deadline.

Carried.

Member William Tape discloses an interest and abstains from voting clauses I, IV & VII.

Report Number: S 73/2026
Clerk's File: MBA/14619

10.1. Windsor Municipal Heritage Register- Bill 23 Strategy Updates - City-Wide

Mike Cardinal, Area Resident

Mike Cardinal, Area Resident, appears before the Development & Heritage Standing Committee regarding the administrative report dated June 19, 2026, entitled "Windsor Municipal Heritage Register- Bill 23 Strategy Updates - City-Wide" to request that administration expand the boundary of the University of Windsor heritage area to include the homes on Askin Avenue between Wyandotte Street West and Riverside Drive Wes; and concludes by requesting that this specific area be considered for a Heritage Conservation District designation; and that Council consider asking the province for an extension of the December 31, 2026, heritage designation deadline.

Kai Hildebrandt, Area Resident

Kai Hildebrandt, Area Resident, appears before the Development & Heritage Standing Committee regarding the administrative report dated June 19, 2026, entitled "Windsor Municipal Heritage Register- Bill 23 Strategy Updates - City-Wide" to read a statement on behalf of area resident Frank Butler requesting further protection for heritage homes on Askin Avenue. Further, Mr. Hildebrandt adds his own statement highlighting the historical significance of the Askin Avenue area, particularly significant to the Prohibition/Rum Runners era; and concludes by suggesting that Askin Avenue should be considered as a Heritage Conservation District.

Councillor Kieran McKenzie asks administration if Askin Avenue is being considered for inclusion in the Riverside Drive/University Avenue Heritage Conservation District Study. Ms. Tang replies that the initial report on this area in 2020 did not have a firm boundary limit and this would need to be further explored. Ms. Tang adds that there are currently more stringent requirements for designation of a Heritage Conservation District (HCD), and that Askin Avenue by itself would not qualify. Jason Campigotto adds that adding a boundary further south of University Avenue would further dilute the number of recognized heritage properties within the potential Riverside Drive/University Avenue HCD to a level below the provincial criteria.

Councillor Kieran McKenzie inquires whether administration is familiar with the history and heritage attributes of Askin Avenue, as outlined by the delegates, and if this information might cause administration to revisit and potentially add more Askin properties to the heritage register. Ms. Tang replies that she cannot answer this without revisiting the properties for review.

Councillor Kieran McKenzie inquires a to how many properties would have to be added to increase the Heritage Resource Concentration Number to the point where Administration would feel

comfortable enough to proceed with an Askin Avenue HCD. Ms. Tang replies that establishing an HCD is a very labour-intensive process, and to date, Administration has been following Council's direction to focus on high-priority properties and areas. She adds, by way of comparison, that Walkerville has an approximately 70% concentration of properties that meet the provincial heritage criteria.

Councillor Kieran McKenzie inquires about department resources, and if proceeding with the Victoria Avenue Heritage Conservation District designation could be completed by the deadline imposed by the province. Ms. Tang replies that it would not be possible.

Councillor Kieran McKenzie then asks if the Riverside Drive/University Avenue HCD study could be completed in time. Again, Ms. Tang replies that it could not.

Councillor McKenzie asks if it could still proceed, regardless of the deadline, and Ms. Tang replies that it could. Mr. Campigotto adds that if there is belief that an HCD could be successfully established, there are temporary tools available through the *Planning Act* and *Ontario Heritage Act* - Interim Control By-laws or a Heritage Study Area By-law -that could extend the timeline.

Councillor McKenzie asks how this might work. Mr. Campigotto indicates that there must be substantive grounds for either a by-law to be enacted so the city has a defensible position should such by-law be appealed.

Councillor Kieran McKenzie asks if Administration could provide a clear outline of options for Council to consider by-laws to protect both Victoria Avenue and the Riverside Drive/University Avenue area, including the addition of Askin Avenue. Mr. Campigotto indicates that measurement of residential density and the fact that it may not fully reflect development density could provide an opportunity for Administration to report back on some of the statutory requirements that inform either an Interim Control By-law or Heritage Study Area By-law, identifying scope and resources needed, and the planning justification for either or both of those by-laws to be enacted.

Member William Tape inquires why the University of Windsor would not be encompassed into the Riverside Drive/University Avenue HCD as well. Ms. Tang replies that there are too many properties included within the University of Windsor campus that have no heritage significance.

Member William Tape asks if there is a difference for property owners should an area be designated a Heritage Conservation District versus having their properties designated individually. Ms. Tang replies that Heritage Conservation Districts may have different criteria for properties compared to individually designated properties, with limits on alterations, additions, demolition and construction, but these criteria are determined by the terms of each HCD and can vary from area to area.

Member John Miller seeks to clarify that property owners on Askin Avenue would still be able to seek heritage designation status for their properties after the December 31, 2026, deadline. Ms. Tang confirms that heritage designation will still be available after the deadline.

Councillor Jim Morrison seeks clarification regarding designation of properties after the deadline. Ms. Tang replies there is a five-year restriction on putting a property back on the heritage register as a listed property, but there is no restriction on designation.

Councillor Morrison further inquires if there are risks associated with a number of residents being highly opposed to a Heritage Conservation District designation. Ms. Tang replies that residents have an opportunity to object to or appeal a heritage designation, which is labour-intensive to deal with, and may also cause delays in the process. She adds that opportunities for enhanced engagement with property owners throughout the designation process may help to resolve the issue and concerns.

Councillor Jim Morrison asks if issuing a Notice of Intention to Designate before the December 31, 2026, deadline is sufficient to protect a property. Ms. Tang replies that this will be sufficient for individual property designation.

Councillor Morrison inquires about the possibility of issuing a Notice of Intention to Designate for Askin Avenue before the deadline, and if there would be flexibility to make changes to that notice after the fact. Mr. Campigotto indicates this would not be an option for the Riverside Drive/University Avenue/Askin Avenue area.

Councillor Kieran McKenzie asks if Administration would have time to create the previously discussed report concerning the options of an Interim Control by-law or Heritage Study Area by-law before the end-of-year deadline, and Mr. Campigotto replies they would.

Member William Tape requests clarification regarding the 5-year restriction on putting a property back on the heritage register as a listed property once the deadline has passed. Ms. Tang replies that if a *Planning Act* process is in place on a de-listed property, such as a redevelopment proposal, Council would not be able to designate. Mr. Campigotto adds that the current focus is on designating high-risk properties before the deadline to prevent this from happening.

Member Charles Pidgeon inquires about the criteria for high- and low-priority properties. Ms. Tang replies that high-priority properties are deemed to have the most cultural heritage value and interest to the community. If no action is taken by Council before the January 1, 2027 deadline, non-designated properties will automatically come off the list.

Member William Tape asks how many properties could feasibly be designated by the deadline, given how labor-intensive the process is, and wonders if efforts should be focused on designating smaller, privately-owned properties most in danger of being altered or demolished. Mr. Campigotto replies that of the approximately 880 listed properties, approximately 260 fall within the boundaries of the proposed Walkerville Heritage Conservation District, and approximately 150 other properties are considered high priority. It is Administration’s intent to designate as many of these as possible.

Moved by: Councillor Kieran McKenzie
Seconded by: Councillor Fred Francis

Decision Number: **DHSC 857**

I. THAT the report of the Planner III - Heritage dated June 19, 2026 entitled "Windsor Municipal Heritage Register- Bill 23 Strategy Updates - City-Wide" **BE RECEIVED** for information; and,

I. THAT Administration **BE DIRECTED** to report back to Council on options for addressing heritage conservation and development compatibility concerns identified in the Riverside Drive West/University Avenue West area, including Askin Avenue, and the Victoria Avenue corridor, including consideration of the potential use and applicability of an Interim Control By-law under section 38 of the *Planning Act* and/or a heritage conservation study area by-law under section 40.1 of the *Ontario Heritage Act*, together with the appropriate geographic scope of any recommended study or measure; and,

II. That the report **BE BROUGHT FORWARD** to Council in consultation with the Development & Heritage Standing Committee prior to the December 31, 2026, deadline; and,

III. That Administration **BE DIRECTED** to continue to engage with residents of Askin Avenue regarding heritage assets along that corridor.

Carried.

Report Number: S 74/2026
Clerk's File: MBA/14619

10. *HERITAGE ACT MATTERS*

10.3. Heritage Permit & Community Heritage Fund Request- 709 Devonshire Road, George M. Duck House (Ward 4)

Moved by: Councillor Fred Francis
Seconded by: Member William Tape

Decision Number: **DHSC 859**

I. THAT the Heritage Permit at 709 Devonshire Rd, George M. Duck House, **BE GRANTED** for porch and window railing repairs, in accordance with the specifications, and supporting documentation submitted with Report S 72/2026, and subject to the conditions outlined herein;

II. THAT the City Planner or designate **BE DELEGATED** the authority to approve any further proposed changes associated with the repairs and restoration;

III. THAT a total grant of 30% of the eligible project costs to an upset amount of $7,143 from the Community Heritage Fund (Reserve Fund 157) **BE GRANTED** to the Owners of 709 Devonshire Road, subject to:

a. Prior to commencement of work, the Owner shall submit conservation details, technical specifications, and material samples to the satisfaction of the City Planner or designate;

b. All work shall be carried out in accordance with the approved documents and in a manner consistent with heritage conservation standards, to the satisfaction of the City Planner or designate;

c. The City Planner or designate shall confirm that the completed work conforms with the approved scope prior to release of grant funds;

d. Upon completion, the Owner shall provide proof of payment (paid receipts) for eligible works;

e. That the Community Heritage Fund (Reserve Fund 157), grant approved shall lapse if the applicant has not completed the work and fulfilled the conditions within 2 years of the approval date.

Carried.

Report Number: S 72/2026
Clerk's File: MBA/8469

There being no further business the meeting of the Development & Heritage Standing Committee (*Heritage Act* Matters) portion is adjourned at 6:43 o'clock p.m.

The Chairperson calls the Administrative Items portion of the Development & Heritage Standing Committee meeting to order at 6:43 o'clock p.m.

11. ADMINISTRATIVE ITEMS

11.1. Ford City/Main Streets CIP Application, 1111 Drouillard Rd.; Owner: Michelle Catherine Cook-McIntyre - Ward 5

Michelle Cook-McIntyre, Applicant, appears via video conference before the Development & Heritage Standing Committee regarding the administrative report dated June 26, 2026, entitled "Ford City/Main Streets CIP Application, 1111 Drouillard Rd." and is available for questions.

Moved by: Councillor Fred Francis
Seconded by: Councillor Kieran McKenzie

Decision Number: **DHSC 860**

I. THAT the request for incentives under the Ford City CIP Financial Incentive Programs made by Michelle Catherine Cook-McIntyre ("The Owner"), owner of the property located at 1111 Drouillard Road **BE APPROVED**, for the following incentive programs:

i. *Building/Property Improvement Tax Increment Grant Program for the lesser of 100% of the municipal tax increment for up to 10 years or the eligible costs.* The estimated annual amount of the grant is +/- $1,537;

ii. *Retail Investment Grant* totaling a maximum amount of $15,000 for one (1) ground floor retail unit;

iii. *Municipal Development Fees Grant Program* to a maximum amount of $20,000;

II. THAT subject to completion and review satisfactory to the City Planner, the request made by the Owner of the property located at 1111 Drouillard Road **BE APPROVED** for the Main Streets CIP - *Building Facade Improvement Program* for grants totaling a maximum amount of $30,000 in principle;

III. THAT Administration **BE AUTHORIZED** to prepare the agreement between the City and the Owner to implement the *Building/Property Improvement Tax Increment Grant Program* (only) in accordance with all applicable policies and requirements to the satisfaction of the City Planner as to content, the City Solicitor as to legal form, and the City Treasurer as to financial implications;

IV. THAT the CAO and City Clerk **BE AUTHORIZED** to sign the Grant Agreement(s) in content satisfactory to the City Planner, in financial content to the satisfaction of the City Treasurer and in form satisfactory to the City Solicitor;

V. THAT funds in the maximum amount of $15,000 under the *Retail Investment Grant* Program, and funds in the maximum amount of $20,000 under the *Municipal Development Fees Grant Program* **BE TRANSFERRED** from the CIP Reserve Fund to the Ford City CIP Project (Project #7181046) once the work is completed;

VI. THAT funds in the maximum amount of $30,000 under the Main Streets CIP **BE TRANSFERRED** from the CIP Reserve Fund to the Main Streets CIP project (Project #7219018) once the work is completed;

VII. THAT the City Treasurer **BE AUTHORIZED** to issue payment for the Building/Property Improvement Tax Increment Grant Program to Michelle Catherine Cook-McIntyre in accordance with the proposed terms and conditions as outlined in this report commencing upon completion of the proposed development subject to the satisfaction of the City Planner and the Chief Building Official;

VIII. THAT grants **BE PAID** to the Owner upon completion of improvements to the interior/exterior of the property located at 1111 Drouillard Road, through the Ford City CIP (Project #7181046) and facade improvements through the Main Streets CIP (Project #7219018) to the satisfaction of the City Planner and Chief Building Official; and,

IX. THAT grants approved **SHALL LAPSE** and **BE UNCOMMITTED** and returned to CIP Reserve Fund 226 if the applicant has not completed the work and fulfilled the conditions within 2 years of the approval date.

Carried.

Report Number: S 80/2026
Clerk's File: Z/13251 & Z/13002

11.3. Economic Revitalization CIP - 2827 Temple Dr - Ward 5

Moved by: Councillor Kieran McKenzie
Seconded by: Councillor Fred Francis

Decision Number: **DHSC 861**

I. THAT the request made by Grape Leaves Food Inc. (owner Hassan Skieneh) to participate in the Small Business Investment Grant Program **BE APPROVED** for the property located at 2827 Temple Dr for the lesser of 100% of the municipal tax increment for a period of five (5) years or total the eligible costs pursuant to the City of Windsor Economic Revitalization Community Improvement Plan;

I. THAT Administration **BE DIRECTED** to prepare an agreement between Grape Leaves Food Inc. and the City in accordance with all applicable policies, requirements, and provisions contained within the Economic Revitalization Community Improvement Plan to the satisfaction of the City Planner as to content, the City Solicitor as to legal form, and the City Treasurer as to financial implications;

II. THAT the CAO and City Clerk **BE AUTHORIZED** to sign the agreement to the satisfaction of the City Planner as to content, the City Solicitor as to legal form, and the City Treasurer as to financial implications; and,

III. THAT the approval to participate in the Small Business Investment Grant program **BE RESCINDED** if the applicant has not completed the eligible work and fulfilled the completeness and payment requirements (refer to Appendix D: Grant Completeness and Payment) within five (5) years of the City Council approval date to the satisfaction of City Planner. The City Planner may extend the deadline one (1) year only if requested by the applicant.

Carried.

Report Number: S 65/2026
Clerk's File: SPL/10759

11.4. Delegation Authority to City Planner for Severance Agreements - Amendment to By-law 139-2013, City Wide

Moved by: Councillor Fred Francis
Seconded by: Councillor Kieran McKenzie

Decision Number: **DHSC 862**

I. That the City Planner By-law 139-2013 **BE AMENDED** to provide authority to the City Planner to approve, execute and cause to be registered agreements required as a condition of minor variance or consent application approved by the Committee of Adjustment pursuant to sections 45(9.1), 45(9.2), 53(12), 51(25) and 51(26) of the *Planning Act*; and

II. That the draft amendment to By-law 139-2013 attached as Appendix B **BE APPROVED**.

Carried.

Report Number: S 83/2026
Clerk's File: AB2026

11.5. Demolition Control Exemption - 534 California Ave

Moved by: Councillor Fred Francis
Seconded by: Councillor Kieran McKenzie

Decision Number: **DHSC 863**

I. THAT the Chief Building Official **BE AUTHORIZED** to issue a demolition permit for the residential dwelling located at 534 California Ave to facilitate redevelopment of the property as described in this report; and,

II. THAT the Chief Building Official **BE DIRECTED** to require, as a condition of the demolition permit, that:

   a. Redevelopment be substantially complete within two years of demolition permit issuance; and

   b. If redevelopment, including construction of a new building, is not substantially complete within two (2) years of the commencement of demolition, the maximum fee ($20,000) shall be entered on the collectors roll of the property; and,

III. THAT if instructed by the City Planner, the City Solicitor **BE DIRECTED** to register a notice of Condition II of this report in the land registry office against the property.

Carried.

Report Number: S 86/2026
Clerk's File: SB/15201

12. COMMITTEE MATTERS

None presented.

13. QUESTION PERIOD

None registered.

14. ADJOURNMENT

There being no further business the meeting of the Development & Heritage Standing Committee (Administrative Items) is adjourned at 6:45 o'clock p.m. The next meeting of the Development & Heritage Standing Committee will be held on September 1, 2026.
Carried.

Ward 10 – Councillor Jim Morrison (Chairperson)	Deputy City Clerk / Supervisor of Council Services

Item No. 8.2

Committee Matters: SCM 298/2026

Subject: Adoption of the Development & Heritage Standing Committee minutes of its meeting held September 1, 2026

Development & Heritage Standing Committee Meeting

Date: Tuesday, September 01, 2026
Time: 4:30 o'clock p.m.
Location: Council Chambers, 1st Floor, Windsor City Hall

Members Present:

Councillors
Ward 1 - Councillor Fred Francis
Ward 4 - Councillor Mark McKenzie
Ward 7 - Councillor Angelo Marignani
Ward 9 - Councillor Kieran McKenzie
Ward 10 - Councillor Jim Morrison (Chairperson)

Members
Member Anthony Arbour

Member Regrets
Member Robert Polewski

PARTICIPATING VIA VIDEO CONFERENCE ARE THE FOLLOWING FROM ADMINISTRATION:

Sandra Gebauer, Council Assistant

ALSO PARTICIPATING IN COUNCIL CHAMBERS ARE THE FOLLOWING FROM ADMINISTRATION:

Jelena Payne, Deputy Chief Administrative Officer / Commissioner, Economic Development
Neil Robertson, City Planner
Greg Atkinson, Deputy City Planner – Development
Jason Campigotto, Deputy City Planner – Growth
Aaron Farough, Senior Legal Counsel
Stacey McGuire, Executive Director Operations
Denise Wright, Manager Real Estate Services
Laura Diotte, Manager, Planning
Emilie Dunnigan, Manager Development Revenue & Financial Administration
Robert Perissinotti, Development Engineer
Brian Nagata, Planner III - Development

Justina Nwaesei, Planner III – Development
Aashvi Sarvaiya, Development Review Technician
Natasha McMullin, Clerk Steno Senior
Anna Ciacelli, Deputy City Clerk

Delegations—participating in person

Item 7.1 Robert Brown, Oakview Land Use Planning, Agent for Applicant
Item 7.2 Rukma Ramdenee, Dillon Consulting, Agent for Applicant
Item 11.1 Michael Stamp, Real Estate Consultant, on behalf of South Windsor Development Company
Item 11.1 Melanie Muir, Dillon Consulting, Agent for Applicant

1. CALL TO ORDER

The Chairperson calls the meeting of the Development & Heritage Standing Committee to order at 4:30 o'clock p.m.

2. DISCLOSURES OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF

Councillor Fred Francis disclosing an interest and abstains from voting on Item 7.2, being "Amendment to Subdivision Agreement CE811195 regarding the properties known as 3586, 3592, 3597, 3598 SUTTON AVENUE; File No. SDN-002/26 [SDN/7381]; Ward 9," as the applicant is his wife's cousin.

3. REQUEST FOR DEFERRALS, REFERRALS OR WITHDRAWALS

None requested.

4. COMMUNICATIONS

None presented.

5. ADOPTION OF THE *PLANNING ACT* MINUTES

5.1. Adoption of the Development & Heritage Standing Committee (*Planning Act*) minutes of its meeting held August 04, 2026

Moved by: Councillor Angelo Marignani
Seconded by: Member Anthony Arbour

THAT the *Planning Act* minutes of the Development & Heritage Standing Committee of its meeting held August 4, 2026 **BE ADOPTED** as presented.

Carried.

Report Number: SCM 277/2026

6. PRESENTATION DELEGATIONS (*PLANNING ACT* MATTERS)

7. *PLANNING ACT* MATTERS

7.1. Zoning By-law Amendment Application for 466 California Avenue, Z-014/26 [ZNG-7375], Ward 2

Moved by: Councillor Mark McKenzie
Seconded by: Councillor Angelo Marignani

Decision Number: **DHSC 864**

I. THAT Zoning By-law 8600 **BE AMENDED** by adding the following zoning exception to Section 91.10:

36. EAST SIDE OF CALIFORNIA AVENUE BETWEEN FANCHETTE STREET AND WYANDOTTE STREET WEST

For the lands comprising Lots 58 & 59, Block A, Plan 50 (PIN 01232-0280 LT), for a *Double Duplex Dwelling* the following additional provisions shall apply:

a) *Lot Width*: *minimum* 15.0 m

b) *Lot Area*: *minimum* 510.0 m^2

c) *Lot Coverage*: *maximum* 49.0%

d) *Building Height*: *Main Building*: *maximum* 9.5 m

e) Notwithstanding Section 24.26.5, a *parking space* is permitted in a *required front yard*.

[ZDM 3; ZNG/7375]

II. THAT Zoning By-law 8600 **BE FURTHER AMENDED** by changing the zoning of Lots 58 & 59, Block A, Plan 50 (PIN 01232-0280 LT), situated at the east side of California Avenue between Fanchette Street and Wyandotte Street West from RD2.1 to RD2.2x(36).

Carried.

Report Number: S 89/2026
Clerk's File: Z/15202

7.2. Amendment to Subdivision Agreement CE811195 regarding the properties known as 3586, 3592, 3597, 3598 SUTTON AVENUE; File No. SDN-002/26 [SDN/7381]; Ward 9

Moved by: Councillor Kieran McKenzie
Seconded by: Councillor Angelo Marignani

Decision Number: **DHSC 865**

I. THAT the application of J Rauti Development Inc. for amendments to the existing Subdivision Agreement (CE811195) for the lands described as Part of Block A, Registered Plan 1259, also designated as Lots 1 to 18 (incl.) and Blocks 19 to 22 (incl.) on Plan 12M-635, **BE APPROVED**, subject to the following:

1. Corner Cut-Off - Prior to the issuance of a construction permit, the owner(s) shall agree to gratuitously convey a 4.6m x 4.6m (15' x 15'), corner cut-off at the intersection of Maguire Street and Sutton Avenue.
2. Land Conveyance - Prior to the issuance of a construction permit, the owner (s) shall agree to gratuitously convey to the Corporation land sufficient to create a 54.42m^2 sightline dedication right-of-way at the northeast corner of 3586 Sutton Avenue. This conveyance shall be approximately 31.56m along the Maguire Street frontage of the subject lands, taken after the corner cut-off.
3. Execution of an Amending Subdivision Agreement: Prior to the issuance of a construction permit, the owner (s) shall agree to enter into an amending Subdivision Agreement with the Corporation of the City of Windsor for the subject lands registered as Plan 12M-635;

II. THAT existing Subdivision Agreement **BE AMENDED** as specified in paragraphs A, B, C, D, and E below:

A. That Section B-1 (f) – Drawings / Maps - of the Basic Provisions be amended to include, below the word "Planner", the following:
"Sutton Avenue Sightline Sketch and/or Reference Plan
Hereinafter referred to as Schedule "A" page 2, attached hereto and/or on deposit with the City Planner"

B. That Section S-2 – Land Conveyance for Rights-of-Way - be amended in paragraph (4) to remove the requirement for a 0.3-metre reserve (Block 21, Plan 12M-645) at the north limit of Street "A".

C. That Section S-2 – Land Conveyance for Rights-of-Way - be further amended to include paragraph "(7) a 54.42 m^2 sightline dedication for right-of-way at the northeast corner of Street "A" (Sutton Avenue) and MaGuire Street."

D. That Section S-3 – Land Conveyance for Corner Cut-Offs - be amended to include, after "with MaGuire Street," the following - "and a corner cut-off on the east side of Street "A" at the intersection of Maguire and Street "A" (Sutton Avenue),"

E. That Section S-8(2) – Temporary Cul-de-Sacs – be deleted in its entirety, and S-8(1) be amended to include “A” between “Streets” and “B”.

III. THAT the owner **SHALL**, prior to a construction permit, submit for approval of the City Planner/Executive Director of Planning & Building a reference plan, which shall include an illustration of the modifications to the Maguire and Sutton rights-of-way as approved by Council;

IV. THAT the City Engineer **BE DIRECTED** to amend the Parking By-law to include prohibition of on-street parking on the south side of Maguire Street, east of Sutton Avenue;

V. THAT the amended subdivision agreement shall **BE REGISTERED** against lands to which it applies prior to the issuance of a construction permit; and,

VI. THAT the Chief Administrative Officer and City Clerk **BE AUTHORIZED** to sign all necessary agreements and documents approved as to form and content

Carried.
Councillor Fred Francis discloses an interest and abstains from voting on this matter.

Report Number: S 94/2026
Clerk’s File: Z/15203

There being no further business the meeting of the Development & Heritage Standing Committee (*Planning Act* Matters) portion is adjourned at 4:50 o’clock p.m.

The Chairperson calls the Administrative Items portion of the Development & Heritage Standing Committee meeting to order at 4:50 o’clock p.m.

11. ADMINISTRATIVE ITEMS

11.1. Part Closure of Roseland Crescent East and Roseland Crescent West located east of Dougall Avenue and south of Cabana Road East, Ward 9, SAS-4182

Michael Stamp, Real Estate Consultant, on behalf of South Windsor Development Company, Ltd., appears before the Development & Heritage Standing Committee regarding the administrative report dated June 23, 2026, entitled “Part Closure of Roseland Crescent East and Roseland Crescent West located east of Dougall Avenue and south of Cabana Road East, Ward 9, SAS-4182” and is available for questions.

Melanie Muir, Dillon Consulting, Agent for the Applicant, appears before the Development & Heritage Standing Committee regarding the administrative report dated June 23, 2026, entitled “Part Closure of Roseland Crescent East and Roseland Crescent West located east of Dougall Avenue and south of Cabana Road East, Ward 9, SAS-4182” and is available for questions.

Councillor Kieran McKenzie inquires about the developer's next steps and asks administration if there will be further decision points for the Committee and Council. Brian Nagata, Planner III – Development, appears before the Development & Heritage Standing Committee regarding the administrative report dated June 23, 2026, entitled "Part Closure of Roseland Crescent East and Roseland Crescent West located east of Dougall Avenue and south of Cabana Road East, Ward 9, SAS-4182" and indicates that a Subdivision Plan application and Zoning By-law Amendment application have been submitted by the proponent, and will be brought to the Committee as soon as possible.

Councillor Kieran McKenzie inquires if the plans, road design, etc. are subject to change as the zoning amendment and subdivision plan move through the approval process. Mr. Nagata replies that there may be some changes, but the plan should look the same for the most part.

Councillor Kieran McKenzie then expresses his concern about species at risk, as the report mentions there are a number of trees that will have to be removed. He inquires if the species at risk work has been done by the city or by the proponent, or if it will have to be done before the removal of the trees. Mr. Nagata replies that provincial legislation regarding species at risk will still apply, regardless of who owns the land. He states that the intention is for the land in question to be conveyed to the proponent temporarily until the subdivision is built, at which time it will return to the city.

Moved by: Councillor Angelo Marignani
Seconded by: Councillor Mark McKenzie

Decision Number: **DHSC 866**

I. THAT the portion of the public highway known as Roseland Crescent East and Roseland Crescent West, as shown on Revised Drawing No. CC-1888 (attached hereto as Appendix "G"), and hereinafter referred to as "Roseland East and Roseland West", **BE ASSUMED** for subsequent closure.

II. THAT Roseland East and Roseland West **BE CLOSED AND CONVEYED** in **as-is condition** to the Owner of the abutting property known municipally as 0 Roseland Crescent West, legally described as Lots 64 to 73, 76 to 85, and 209 to 212, Plan 1489, and as necessary, in a manner deemed appropriate by the City Planner, subject to the following:

    i. Easements, subject to being accepted in the City's standard form and in accordance with the City's standard practice, are being granted to:

        1. ENWIN Utilities Ltd. to accommodate existing overhead and underground infrastructure;
        2. Managed Network Systems Inc. (MNSi) to accommodate existing overhead infrastructure; and
        3. The Corporation of the City of Windsor to accommodate the existing underground 900 mm reinforced concrete sanitary sewer and 1975 mm corrugated steel storm sewer.

III. THAT the Owner **SHALL**, at its own expense, prepare and deliver a Reference Plan to the satisfaction of the City Solicitor.

IV. THAT Conveyance Cost **BE SET** in accordance with CR187/2026.

V. THAT The City Solicitor **BE REQUESTED** to supply the appropriate legal description, in accordance with Drawing No. CC-1888.

VI. THAT The City Solicitor **BE REQUESTED** to prepare the necessary by-law(s).

VII. THAT The Chief Administrative Officer and City Clerk **BE AUTHORIZED** to sign all necessary documents approved as to form and content satisfactory to the City Solicitor.

VIII. THAT the matter **BE COMPLETED** electronically pursuant to By-law Number 366-2003
Carried.

Report Number: S 78/2026 & AI 12/2026
Clerk's File: SAA2026

11.2. Closure of the east/west alley located east of Prado Place, south of Wyandotte Street East and west of Villaire Avenue, SAA-7255, Ward 6

Moved by: Councillor Fred Francis
Seconded by: Councillor Mark McKenzie

Decision Number: **DHSC 867**

I. THAT the 4.27 metre-wide east/west alley, located east of Prado Place, south of Wyandotte Street East and west of Villaire Avenue, and shown on Drawing No. CC-1866 (attached hereto as Appendix "A"), and hereinafter referred to as the "Subject Alley", **BE ASSUMED** for subsequent closure;

II. THAT the Subject Alley **BE CLOSED AND CONVEYED** in **as is condition** to the owner of the abutting property known municipally as 821 Villaire Avenue and legally described as Lot 277, Plan 910, Sandwich East; Windsor and as necessary, in a manner deemed appropriate by the City Solicitor, subject to the following:

a. Easements, subject to being accepted in the City's standard form and in accordance with the City's standard practice, being granted to:

i. ENWIN Utilities Ltd. to accommodate 120/240V secondary and 16kV primary pole distribution and 120/240V overhead transformer.

III. THAT Conveyance Cost **BE SET** as follows in accordance with CR106/2003, as amended by CR427/2003 & CR182/2005 in the total amount of $6,157.20, plus applicable HST, with proceeds being deposited to 160-6940-5010-02942-0229611 (Unclassified Revenue).

IV. THAT the City Solicitor **BE REQUESTED** to supply the appropriate legal description, in accordance with Drawing No. CC-1866.

V. THAT the City Solicitor **BE REQUESTED** to prepare the necessary by-law(s).

VI. THAT the Chief Administrative Officer and City Clerk **BE AUTHORIZED** to **EXECUTE** the necessary documents approved as to form and content satisfactory to the City Solicitor.

VII. THAT the matter **BE COMPLETED** electronically pursuant to By-law Number 366-2003.
Carried.

Report Number: S 95/2026
Clerk's File: SAA2026

11.3. Closure of the north/south and east/west alleys located north of Vimy Avenue, east of Elsmere Avenue, south of Lens Avenue and west of Parent Avenue, SAA-7240, Ward 4

Moved by: Councillor Mark McKenzie
Seconded by: Councillor Fred Francis

Decision Number: **DHSC 868**

I. THAT the 5.18 metre-wide north/south alley and the 4.27 metre-wide east/west alley, located north of Vimy Avenue, east of Elsmere Avenue, south of Lens Avenue and west of Parent Avenue, and shown on Drawing No. CC-1887 (attached hereto as Appendix "A"), and hereinafter referred to as the "Subject Alley", **BE ASSUMED** for subsequent closure;

II. THAT the Subject Alley **BE CLOSED AND CONVEYED** in **as is condition** in two equal halves to the abutting property owners and as necessary, in a manner deemed appropriate by the City Solicitor, subject to the following:

a. Easements, subject to being accepted in the City's standard form and in accordance with the City's standard practice, being granted to:

i. Bell Canada to accommodate existing aerial infrastructure;
ii. Cogeco Connexion Inc. to accommodate existing aerial infrastructure;
iii. ENWIN Utilities Ltd. to accommodate the existing overhead 120/240V Secondary and 16kV primary pole distribution and 120/240V overhead transformer;
iv. Managed Network System Inc. (MNSi.) to accommodate existing aerial infrastructure.

b. Ontario Land Surveyor be directed to use existing encroachments for determining the boundaries of the lands to be conveyed to each abutting property owner.

III. THAT Conveyance Cost **BE SET** as follows in accordance with CR106/2003, as amended by CR427/2003 & CR182/2005:

a. For alley conveyed to abutting lands zoned RD1.2, $1.00 plus HST, plus deed preparation fee and a proportionate share of the survey costs as invoiced to The Corporation of the City of Windsor by an Ontario Land Surveyor.

IV. THAT the City Solicitor **BE REQUESTED** to supply the appropriate legal description, in accordance with Drawing No. CC-1887.

V. THAT the City Solicitor **BE REQUESTED** to prepare the necessary by-law(s).

VI. THAT the Chief Administrative Officer and City Clerk **EXECUTE** all necessary documents approved as to form and content satisfactory to the City Solicitor.

VII. THAT the matter **BE COMPLETED** electronically pursuant to By-law Number 366-2003.
Carried.

Report Number: S 96/2026
Clerk's File: SAA2026

12. COMMITTEE MATTERS

None presented.

13. QUESTION PERIOD

Councillor Angelo Marignani poses a question to administration regarding sidewalks. He cites the city's policy of having developers be responsible for the creation of sidewalks, while the city is responsible for maintaining them. He inquires if there is any recourse for the city to take against a developer if these sidewalks show signs of deterioration within a short period of time. Stacey McGuire, Executive Director, Operations / Deputy City Engineer appears before the Development & Heritage Standing Committee and indicates that developers building a sidewalk on a city right-of-way are required to build them to city standards and are subject to the city's inspection process, so there would be no going back to the developer after the fact.

Councillor Angelo Marignani asks for an explanation of the inspection process. Ms. McGuire replies that the inspection is typically performed when the concrete forms are in place and the compaction has been done on the granular to ensure there is no heaving in the base. There may be more inspections performed if it is a larger project, and the city also relies on the developer's consultant to provide verification that the project has been completed to standard.

14. ADJOURNMENT

There being no further business the meeting of the Development & Heritage Standing Committee (Administrative Items) is adjourned at 5:01 o'clock p.m. The next meeting of the Development & Heritage Standing Committee will be held on October 5, 2026.
Carried.

Ward 10 – Councillor Jim Morrison (Chairperson)	Deputy City Clerk / Supervisor of Council Services

Item No. 8.3

Committee Matters: SCM 315/2026

Subject: Adoption of the Development & Heritage Standing Committee minutes of its meeting held October 5, 2026

Development & Heritage Standing Committee Meeting

Date: Monday, October 05, 2026
Time: 4:30 o'clock p.m.
Location: Council Chambers, 1st Floor, Windsor City Hall

Members Present:

Councillors
Ward 1 - Councillor Fred Francis
Ward 7 - Councillor Angelo Marignani
Ward 9 - Councillor Kieran McKenzie
Ward 10 - Councillor Jim Morrison (Chairperson)

Councillor Regrets
Ward 4 - Councillor Mark McKenzie

Members
Member Anthony Arbour
Member Robert Polewski

PARTICIPATING VIA VIDEO CONFERENCE ARE THE FOLLOWING FROM ADMINISTRATION:

Robert Martini, Municipal Gaming Analyst

ALSO PARTICIPATING IN COUNCIL CHAMBERS ARE THE FOLLOWING FROM ADMINISTRATION:

Jelena Payne, Deputy Chief Administrative Officer / Commissioner, Economic Development
Neil Robertson, City Planner
Greg Atkinson, Deputy City Planner – Development
Jason Campigotto, Deputy City Planner – Growth
Aaron Farough, Senior Legal Counsel
Stacey McGuire, Executive Director Operations
Denise Wright, Manager Real Estate Services
Patrick Winters, Manager, Development
Laura Diotte, Manager, Planning
Elara Mehrilou, Supervisor, Coordinator Maintenance
Justina Nwaesei, Planner III – Development

Sophia Di Blasi, Planner III – Senior Urban Designer
Averil Parent, Planner II - Development Review
Natasha McMullin, Clerk Steno Senior
Deborah Yankovic, Legal Assistant
Anna Ciacelli, Deputy City Clerk

Delegations—participating via video conference

Item 11.1 Shawna Petzold, Permit World Consulting Services Inc., Applicant and Representative of Property Owner
Item 7.3 Tracey Pillon-Abbs, Pillon Abbs Inc., Agent for Applicant

Delegations—participating in person

Item 7.2 Andre Abouasli, 2047337 Ontario Inc., Applicant
Item 11.1 Daniela Ferro, Manager, Public Affairs, NextStar Energy
Item 11.2 Paul Belanger and Lucille Belanger, Area Residents
Item 11.3 Susanta Das, Area Resident

1. CALL TO ORDER

The Chairperson calls the meeting of the Development & Heritage Standing Committee to order at 4:30 o'clock p.m.

2. DISCLOSURES OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF

None Disclosed.

3. REQUEST FOR DEFERRALS, REFERRALS OR WITHDRAWALS

None requested.

4. COMMUNICATIONS

None presented.

5. ADOPTION OF THE PLANNING ACT MINUTES

5.1. Adoption of the Development & Heritage Standing Committee (*Planning Act*) minutes of its meeting held September 1, 2026

Moved by: Member Anthony Arbour
Seconded by: Member Robert Polewski

THAT the *Planning Act* minutes of the Development & Heritage Standing Committee of its meeting held September 1, 2026 **BE ADOPTED** as presented.
Carried.

Report Number: SCM 299/2026

6. PRESENTATION DELEGATIONS (PLANNING ACT MATTERS)

7. *PLANNING ACT* MATTERS

7.1. Zoning By-Law Amendment - Z 019-26 (ZNG-7385) & Official Plan Amendment OPA 204 (OPA-7386) 1356 Drouillard Road - Ward 5

Moved by: Councillor Fred Francis
Seconded by: Councillor Kieran McKenzie

Decision Number: **DHSC 869**

I. THAT Schedule "A" of Volume I: The Primary Plan of the City of Windsor Official Plan **BE AMENDED** by designating Lots 16 and 17, Registered Plan 685, known municipally as 1356 Drouillard Road (Roll No. 010-160-04400), situated on the east side of Drouillard Road, between Franklin Street and Metcalfe Street, as a Special Policy Area.

II. THAT Chapter 1 in Volume II: Secondary Plans and Special Policy Areas of the City of Windsor Official Plan **BE AMENDED** by adding a new Special Policy Area as below, and that 'X' be replaced with the next available Special Policy area number:

1.X 1356 DROUILLARD ROAD

Location	1.X.1	The property described as Lots 16 and 17, Registered Plan 685 (Roll No. 010-160-04400), situated on the east side of Drouillard Road, between Franklin Street and Metcalf Street, is designated on Schedule A: Planning Districts and Policy Areas in Volume I: The Primary Plan.
Additional Permitted Main Uses	1.X.2	Notwithstanding the Mixed Use Corridor designations of these lands on Schedule D: Land Use in Volume I: The Primary Plan, a Semi-Detached Dwelling, Townhome Dwelling, and Multiple Dwelling with 8 or less units shall be additional permitted main uses in accordance with the implementing zoning provisions.

III. THAT Zoning By-law 8600 **BE AMENDED** by adding the following zoning exception to Section 91.10:

38. **EAST SIDE OF DROUILLARD ROAD, BETWEEN FRANKLIN STREET AND METCALFE STREET**
For the lands comprising of Lots 16 and 17, Registered Plan 685, a *Multiple Dwelling* shall be an additional permitted use and the following additional provisions shall apply*:*
1. For a *Semi-Detached Dwelling*, the following additional provisions shall apply:
    a) *Front Yard* Depth: *minimum/maximum* 2.0 m / 4.0 m
    b) *Gross Floor Area: maximum* 480 m^2
    c) Notwithstanding any other provisions in this by-law, parking shall be prohibited in a *required front yard*
2. For a *Multiple Dwelling,* the following additional provisions shall apply:
    a) Front Yard Depth: minimum/maximum 2.0 m / 4.0 m
    b) Required Parking Spaces: minimum: 1 for each *dwelling unit*

[ZDM 7; ZNG/7385]

IV. THAT Zoning By-law 8600 **BE FURTHER AMENDED** by adding the following to section 95.20:

(16) Provide construction drawings confirming central air-conditioning and special building components recommended in the “Road/Rail Traffic and Stationary Noise Impact Study” completed by JJ Acoustic Engineering Ltd, dated February 23, 2026 to the satisfaction of the Chief Building Official.

V. THAT Zoning By-law 8600 **BE FURTHER AMENDED** by changing the zoning of Lots 16 and 17, Registered Plan 685, known municipally as 1356 Drouillard Road (Roll No. 010-160-04400), situated on the east side of Drouillard Road between Franklin Street and Metcalfe Street from CD4.1 to H(16)RD2.2x(38).

Carried.

Report Number: S 93/2026
Clerk’s File: Z/15210 & Z/15211

7.2. Zoning By-Law Amendment - Z 020-26 (ZNG-7388) 3105 Rankin Avenue - Ward 1

Moved by: Councillor Kieran McKenzie
Seconded by: Councillor Angelo Marignani

Decision Number: **DHSC 870**
I. THAT Zoning By-law 8600 **BE AMENDED** by adding the following zoning exception to Section 91.10:

39. **WEST SIDE OF RANKIN AVENUE, BETWEEN WEST GRAND COURT AND NORFOLK STREET**

For the lands comprising of Lot 604, Part Block J, Registered Plan 1295, a *Semi-Detached Dwelling* shall be an additional permitted *main use,* and the following additional provisions shall apply to a *Semi-Detached Dwelling:*

d) *Gross Floor Area: maximum* 525 m^2

[ZDM 8; ZNG/7388]

II. THAT Zoning By-law 8600 **BE FURTHER AMENDED** by changing the zoning of Lot 604, Part Block J, Registered Plan 1295, known municipally as 3105 Rankin Avenue (Roll No. 080-200-08000), situated on the west side of Rankin Avenue between West Grand Court and Norfolk Street from RD1.4 to RD1.4x(39).

Carried.

Report Number: S 99/2026
Clerk's File: Z/15212

7.3. Zoning By-law Amendment for 4470 North Service Road East; Applicant: Atwan Development Inc., File No. Z-017/26 [ZNG/7382]; Ward 5

Moved by: Councillor Angelo Marignani
Seconded by: Councillor Fred Francis

Decision Number: **DHSC 871**

I. THAT Zoning By-law 8600 **BE AMENDED** by adding the following clause to Section 91.10:

37 **NORTH SIDE OF NORTH SERVICE ROAD EAST, WEST OF PILLETTE ROAD**
For the land comprising Pt Lot 108 Concession 2 (PIN 01562-1055 LT), one *Club* and one *Health Studio* shall be additional permitted *main uses* subject to the following additional provisions:

a) *Lot Frontage:* along North Service Road: *minimum* 97.00 m

b) *Lot Area: minimum* 1.44 ha

[ZDM 12; ZNG/7382]

II. THAT Zoning By-law 8600 **BE FURTHER AMENDED** by adding the following site specific holding condition clause to Section 95.20:

(17) Registration of an amended Site Plan Agreement that includes the fencing requirement and Railway Warning clauses indicated in Appendix C to Report S 97/2026 to the satisfaction of the City Planner.

[ZNG/7382]

III. THAT Zoning By-law 8600 **BE FURTHER AMENDED** by changing the zoning of Pt Lot 108 Concession 2 (PIN 01562-1055 LT), situated on the north side of North Service Road East, west of Pillette Road (known as 4470 North Service Road East; Roll Number 070-305-00800) from MD1.1 to H(17)MD1.1x(37).

IV. THAT the H symbol may be removed when the applicable holding conditions in section 95.20 clause (17) of Zoning By-law 8600 are satisfied. It is the responsibility of the property owner to satisfy the applicable holding conditions, and to submit an application including the fee, to remove the H symbol.

Carried.

Report Number: S 97/2026
Clerk's File: Z/15209

There being no further business the meeting of the Development & Heritage Standing Committee (*Planning Act* Matters) portion is adjourned at 4:34 o'clock p.m.

The Chairperson calls the Administrative Items portion of the Development & Heritage Standing Committee meeting to order at 4:35 o'clock p.m.

11. ADMINISTRATIVE ITEMS

11.1. Amendment to Sign By-law 250-2004 3501 Banwell Road, SGN-001/26 (Proposed First Party Electronic Changing Copy Ground Sign) - Ward 9

Daniela Ferro, Manager, Public Affairs, NextStar Energy

Daniela Ferro, Manager, Public Affairs, NextStar Energy, appears before the Development & Heritage Standing Committee regarding the administrative report dated June 29, 2026, entitled "Amendment to Sign By-law 250-2024 3501 Banwell Road, SGN-001/26 (Proposed First Party Electronic Changing Copy Ground Sign) - Ward 9" to outline NextStar Energy's plans for the proposed electronic sign, explaining that it will be used to celebrate milestones, advertise career opportunities, and highlight community initiatives.

Shawna Petzold. Permit World Consulting Services Inc., Agent for Applicant

Shawna Petzold. Permit World Consulting Services Inc., Agent for Applicant, appears via video conference before the Development & Heritage Standing Committee regarding the administrative report dated June 29, 2026, entitled "Amendment to Sign By-law 250-2024 3501 Banwell Road, SGN-001/26 (Proposed First Party Electronic Changing Copy Ground Sign) - Ward 9" to provide further information regarding NextStar Energy's permit application. She states the sign will be used to communicate information about the facility to the public, while being designed to be compatible with the surrounding area. She concludes by highlighting the safeguards that have been incorporated into the proposal, stating that the sign will not contain flashing displays, animation, video content, or moving or scrolling images, and will have limits on message changes and operating hours.

Councillor Jim Morrison requests clarification from administration regarding whether the sign's proximity to E.C. Row Expressway will pose a distraction to drivers. Sophia Di Blasi, Planner III – Urban Design, appears before the Development & Heritage Standing Committee regarding the administrative report dated June 29, 2026, entitled "Amendment to Sign By-law 250-2024 3501 Banwell Road, SGN-001/26 (Proposed First Party Electronic Changing Copy Ground Sign) - Ward 9" and indicates that the sign will exceed the controlled access highway setback required by the sign by-law by 25 meters, and is therefore acceptable.

Councillor Jim Morrison inquires if administration has assurances that the sign will not have rapidly changing, distracting images. Ms. Di Blasi replies that the proposed by-law amendment will specify that displayed messages shall not change more frequently than once every two hours.

Moved by: Councillor Fred Francis
Seconded by: Councillor Kieran McKenzie

Decision Number: **DHSC 872**

I. THAT the application for a site-specific amendment to Sign By-law 250-2004, as amended, to permit a First-Party Electronic Changing Copy Ground Sign at 3501 Banwell Road **BE APPROVED**.

II. THAT Schedule "E" – Special Provisions for Individual Signs of the Sign By-law **BE AMENDED** by adding the following as section **E. 25**:

E. 25 Despite any other provision of this By-law, a Ground Sign incorporating Electronic Changing Copy may be erected at 3501 Banwell Road, subject to the following:

a. The sign shall not include flashing illumination, and the displayed message shall not change more frequently than once every two hours;

b. That the manufacturer of the sign confirm compliance with the lighting restrictions in accordance with Section 3 for electronic message signs;

c. That the sign does not have any animation including scrolling letters, television or video message, or any moving sign message objects;

d. The sign shall comply with the illumination requirements of subsection 3.3.1(c), and its brightness shall be automatically adjusted by an ambient-light sensor;

e. The sign shall only be illuminated between the hours of 6:00 AM and 11:00 PM;

f. The sign shall be limited to First-Party Advertising only; and

g. A physical barrier shall be installed along the north edge of each sign face to further restrict visibility from the residential properties to the north.

III. THAT the City Solicitor **BE DIRECTED** to prepare the by-law to amend the Sign By-law.

Carried.

Report Number: S 81/2026
Clerk's File: SBS2026

11.2. Closure of the east/west alley located west of Bridge Avenue, east of Partington Avenue, and south of College Avenue, SAA-7210, Ward 2

Paul Belanger and Lucille Belanger, Area Residents

Paul Belanger and Lucille Belanger, Area Residents, appear before the Development & Heritage Standing Committee regarding the administrative report dated September 16, 2026, entitled "Closure of the east/west alley located west of Bridge Avenue, east of Partington Avenue, and south of College Avenue, SAA-7210, Ward 2" and are available for questions.

Moved by: Councillor Angelo Marignani
Seconded by: Councillor Fred Francis

Decision Number: **DHSC 873**

I. THAT the 6.14 metre-wide east/west alley located west of Bridge Avenue, east of Partington Avenue, and south of College Avenue, as shown on Drawing No. CC-1860 (attached hereto as Appendix "A"), and hereinafter referred to as the "Subject Alley", **BE ASSUMED** for subsequent closure.

II. THAT the Subject Alley **BE CLOSED AND CONVEYED** in as is condition to the owner of the abutting property known municipally as 993 Bridge Avenue, and legally described as south Part Lot 168, Lot A, Registered Plan 369; Windsor, and as necessary, in a manner deemed appropriate by the City Solicitor, subject to the following:

    a. An Easement, subject to being accepted in the City's standard form and in accordance with the City's standard practice, being granted to:

        i. Enbridge Gas Inc. to accommodate existing infrastructure.

    b. The owner of 993 Bridge Avenue obtaining a driveway permit from Right-of-Way to maintain the driveway approach as per City Standards AS-222 or AS-221.

III. THAT Conveyance Cost **BE SET** as follows in accordance with CR106/2003, as amended by CR427/2003 & CR182/2005:

    a. For alley conveyed to abutting lands zoned RD1.3 and RD2.5, $600 per front foot without easements, plus HST and $300 per front foot with easements, plus HST.

IV. THAT the City Solicitor **BE REQUESTED** to supply the appropriate legal description, in accordance with Drawing No. CC-1860.

V. THAT the City Solicitor **BE REQUESTED** to prepare the necessary by-law(s).

VI. THAT the Chief Administrative Officer and City Clerk **BE AUTHORIZED** to execute all necessary documents approved as to form and content satisfactory to the City Solicitor.

VII. THAT the matter **BE COMPLETED** electronically pursuant to By-law Number 366-2003.
Carried.

Report Number: S 104/2026
Clerk's File: SAA2026

11.3. Closure of the east/west alley located north of Giles Boulevard West, east of Church Street, south of Grove Avenue, SAA-7359, Ward 3

Susanta Das, Area Resident

Susanta Das, Area Resident, appears before the Development & Heritage Standing Committee regarding the administrative report dated September 15, 2026, entitled "Closure of the east/west alley located north of Giles Boulevard West, east of Church Street, south of Grove Avenue, SAA-7359, Ward 3" and is available for questions.

Moved by: Councillor Angelo Marignani
Seconded by: Councillor Kieran McKenzie

Decision Number: **DHSC 874**

I. THAT the 3.05-metre-wide east/west alley, located north of Giles Boulevard West, east of Church Street, and south of Grove Avenue, and shown on Drawing No. CC-1885 (attached hereto as Appendix "A"), and hereinafter referred to as the "Subject Alley", **BE ASSUMED** for subsequent closure.

II. THAT the Subject Alley **BE CLOSED AND CONVEYED** in as is condition in two equal halves, to the abutting property owners and as necessary, in a manner deemed appropriate by the City Solicitor, subject to the following:

a. Easements, subject to being accepted in the City's standard form and in accordance with the City's standard practice, being granted to:

i. Cogeco Connexion Inc. to accommodate existing infrastructure;
ii. ENWIN Utilities Ltd. to accommodate existing 120/240V overhead hydro distribution;
iii. Managed Network System Inc. (MNSi) to accommodate existing aerial infrastructure.

b. Ontario Land Surveyor be directed to use existing encroachments for determining the boundaries of the lands to be conveyed to each abutting property owner.

III. THAT Conveyance Cost **BE SET** as follows in accordance with CR106/2003, as amended by CR427/2003 & CR182/2005:

a. For alleys abutting lands zoned RD1.3, $1.00 plus deed preparation fee and a proportionate share of the survey costs as invoiced to The Corporation of the City of Windsor by an Ontario Land Surveyor.

b. For alley conveyed to abutting lands zoned RD1.3 where acquisition would increase frontage of lands on Church Street, $600 per front foot without easements and $300 per front foot with easements.

IV. THAT the City Solicitor **BE REQUESTED** to supply the appropriate legal description, in accordance with Drawing No. CC-1885.

V. THAT the City Solicitor **BE REQUESTED** to prepare the necessary by-law(s).

VI. THAT the Chief Administrative Officer and City Clerk **BE AUTHORIZED** to **EXECUTE** the necessary documents approved as to form and content satisfactory to the City Solicitor.

VII. THAT the matter **BE COMPLETED** electronically pursuant to By-law Number 366-2003
Carried.

Report Number: S 102/2026
Clerk's File: SAA2026

11.4. Closure of the north/south alley located east of Henkel Place, south of Riverside Drive East, and west of Rossini, SAA-7177, Ward 5

Councillor Jim Morrison calls upon administration to explain an amendment to be made to the report.

Denise Wright, Manager, Real Estate Services, appears before the Development & Heritage Standing Committee regarding the administrative report dated September 15, 2026, entitled "Closure of the north/south alley located east of Henkel Place, south of Riverside Drive East, and west of Rossini, SAA-7177, Ward 5" to explain that there is a small, triangular section to the southern end of the north/south alley to be included in the closure which was inadvertently missed from a drawing in the report. Ms. Wright states than an Additional Information memo correcting this error will be included when the report goes to council.

Councillor Jim Morrison asks if this omission has any material impact on decision making regarding the closure, and Ms. Wright replies that it does not, and that the objection to the closure received as a written submission relates to the northern end of the alley.

Moved by: Councillor Kieran McKenzie
Seconded by: Councillor Angelo Marignani

Decision Number: **DHSC 875**

I. THAT the 35.7 metre length of the 4.57 metre-wide north/south alley, located east of Henkel Place, south of Riverside Drive East and west of Rossini Boulevard and shown on Drawing No. CC-1854 (attached hereto as Appendix "A"), and hereinafter referred to as the "Subject Alley", **BE ASSUMED** for subsequent closure.

II. THAT the Subject Alley **BE CLOSED AND CONVEYED** in as is condition in two equal halves to the abutting property owners and as necessary, in a manner deemed appropriate by the City Solicitor, subject to the following:

a. Easements, subject to being accepted in the City's standard form and in accordance with the City's standard practice, being granted to:

i. Cogeco Connexion Inc. to accommodate existing aerial infrastructure;
ii. ENWIN Utilities Ltd. to accommodate existing overhead 120/240 volt distribution, poles and down guy wires;
iii. Managed Network System Inc. (MNSi) to accommodate existing aerial infrastructure.

b. Ontario Land Surveyor be directed to use existing encroachments for determining the boundaries of the lands to be conveyed to each abutting property owner.

III. THAT Conveyance Cost **BE SET** as follows in accordance with CR106/2003, as amended by CR427/2003 & CR182/2005:

a. For alley conveyed to abutting lands zoned RD1.6 and RD1.1, $1.00 plus HST, deed preparation fee and a proportionate share of the survey costs as invoiced to The Corporation of the City of Windsor by an Ontario Land Surveyor.

IV. THAT the City Solicitor **BE REQUESTED** to supply the appropriate legal description, in accordance with Drawing No. CC-1854.

V. THAT the City Solicitor **BE REQUESTED** to prepare the necessary by-law(s).

VI. THAT the Chief Administrative Officer and City Clerk **BE AUTHORIZED** to **EXECUTE** the necessary documents approved as to form and content satisfactory to the City Solicitor.

VII. THAT the matter **BE COMPLETED** electronically pursuant to By-law Number 366-2003
Carried.

Report Number: S 101/2026
Clerk's File: SAA2026

12. COMMITTEE MATTERS

12.1. Minutes of the International Relations Committee meeting held on September 2, 2026

Moved by: Councillor Kieran McKenzie
Seconded by: Councillor Fred Francis

Decision Number: **DHSC 876**
THAT the minutes of the International Relations Committee of its meeting held September 2, 2026 **BE RECEIVED** as presented.
Carried.

Report Number: SCM 300/2026

12.2. International Relations Committee 2026 Annual Report

Moved by: Councillor Fred Francis
Seconded by: Councillor Kieran McKenzie

Decision Number: **DHSC 877**
THAT the International Relations Committee 2026 Annual Report **BE APPROVED** as presented.
Carried.

Report Number: SCM 304/2026

13. QUESTION PERIOD

None requested.

14. ADJOURNMENT

There being no further business the meeting of the Development & Heritage Standing Committee (Administrative Items) is adjourned at 4:46 o'clock p.m. The next meeting of the Development & Heritage Standing Committee will be held on November 2, 2026.
Carried.

Ward 10 – Councillor Jim Morrison (Chairperson)	Deputy City Clerk / Supervisor of Council Services

THE CITY OF WINDSOR ONTARIO, CANADA

Council Report: S 87/2026

Subject: Heritage Designations of 'High' Priority Properties, Batch III (City-wide)

Reference:

Date to Council: November 9, 2026
Author: Kristina Tang, MCIP, RPP
Planner III – Heritage
ktang@citywindsor.ca
519-255-6543 X 6179

Planning & Building Services
Report Date: 7/16/2026
Clerk's File #: MBA/14619

To: Mayor and Members of City Council

Recommendation:

I. THAT the City Clerk **BE AUTHORIZED** to publish a Notice of Intention to Designate 330 City Hall Sq E - All Saints' Church & Rectory (Ward 3) in accordance with Part IV, Section 29 of the *Ontario Heritage Act* based on the corresponding Statement of Cultural Heritage Value or Interest attached in Appendix 'A'.

II. THAT the City Clerk **BE AUTHORIZED** to publish a Notice of Intention to Designate 1556 Wyandotte St W - J.E. Benson School (Ward 2) in accordance with Part IV, Section 29 of the *Ontario Heritage Act* based on the corresponding Statement of Cultural Heritage Value or Interest attached in Appendix 'A'.

III. THAT the City Clerk **BE AUTHORIZED** to publish a Notice of Intention to Designate 628 Ouellette Ave - Central United Church (Ward 3) in accordance with Part IV, Section 29 of the *Ontario Heritage Act* based on the corresponding Statement of Cultural Heritage Value or Interest attached in Appendix 'A'.

IV. THAT the City Clerk **BE AUTHORIZED** to publish a Notice of Intention to Designate 4147 Riverside Dr E - Edmund C. Poisson House (Ward 5) in accordance with Part IV, Section 29 of the *Ontario Heritage Act* based on the corresponding Statement of Cultural Heritage Value or Interest attached in Appendix 'A'.

V. THAT the City Clerk **BE AUTHORIZED** to publish a Notice of Intention to Designate 1969 Wyandotte St E - Dr. C.W. Hoare Residence (Ward 4) in accordance with Part IV, Section 29 of the *Ontario Heritage Act* based on the

corresponding Statement of Cultural Heritage Value or Interest attached in Appendix 'A'.

VI. THAT the City Solicitor **PREPARE** the By-laws for Council to designate the properties.

VII. THAT, subject to the designation by-law for 4147 Riverside Drive East coming into force, the proposed alteration involving the partial removal, retention, repair, salvage, and reinstatement of fieldstone cladding and the installation of a limestone-textured stucco finish, generally in accordance with Appendix 'D', **BE APPROVED IN PRINCIPLE**.

VIII. THAT the City Planner, or designate, **BE AUTHORIZED** to approve the final plans and specifications for the alteration to 4147 Riverside Drive East, provided that they are substantially consistent with the approval in principle and satisfy the conditions in Appendix 'D', with completion of the work to the satisfaction of the City Planner.

Executive Summary:

N/A

Background:

As of July 10, 2023, the Windsor Municipal Heritage Register ("Heritage Register") contained 1,272 recognized properties, comprising listed properties, individually designated properties, and properties designated through a Heritage Conservation District (HCD). A listed property under Section 27(3) of the Ontario Heritage Act ("OHA") is afforded interim protection from demolition or removal. Listed status serves as an important tool to prevent the immediate loss of potential heritage resources and to support informed decision-making regarding heritage conservation. The majority of properties on the Heritage Register, currently totaling 881 properties, are listed rather than designated. Following research and screening of the 881 listed properties on the Heritage Register, Administration identified approximately 132 properties as high-priority candidates for individual designation. In addition, 269 listed properties are proposed for inclusion within the Walkerville Heritage Conservation District Plan, while 25 listed properties have already been designated or are currently undergoing the designation process. These efforts focus on properties considered to have the highest heritage value and greatest need for long-term protection.

The purpose of this report is to provide information on, and justification for, the proposed designation of the Batch III properties under Part IV, Section 29 of the OHA. Administration's recommendations are consistent with Council Report S 74/2026, Windsor Municipal Heritage Register - Bill 23 Strategy Updates (City-wide), which identified the need to prioritize properties at risk of demolition, significant alteration, or redevelopment. The recommendations also reflect Council's direction to bring forward heritage designation recommendations for properties that are at risk and warrant long-

term protection (CR 399/2026). The proposed Statements of Cultural Heritage Value or Interest for each property are attached as Appendix "A".

Legal Provisions:
Part IV, Section 29 of the *OHA* provides for designation of "property within the municipality to be of cultural heritage value or interest". The *OHA* under Section 29 (4)(b) includes the requirement for a "statement explaining the cultural heritage value or interest of the property and a description of the heritage attributes of the property". Also, there are provisions for a municipal heritage committee to be consulted about a designation before the council makes a decision on it under Section 29 (2) of the *OHA*.

Ontario Regulation 9/06 provides provisions that an individual property designation under Section 29 of the *OHA* must meet two or more of the criteria for determining whether it is of cultural heritage value or interest under Subsection 1 (2) of the regulation:

1. "The property has design value or physical value because it is a rare, unique, representative or early example of a style, type, expression, material or construction method.
2. The property has design value or physical value because it displays a high degree of craftsmanship or artistic merit.
3. The property has design value or physical value because it demonstrates a high degree of technical or scientific achievement.
4. The property has historical value or associative value because it has direct associations with a theme, event, belief, person, activity, organization or institution that is significant to a community.
5. The property has historical value or associative value because it yields, or has the potential to yield, information that contributes to an understanding of a community or culture.
6. The property has historical value or associative value because it demonstrates or reflects the work or ideas of an architect, artist, builder, designer or theorist who is significant to a community.
7. The property has contextual value because it is important in defining, maintaining or supporting the character of an area.
8. The property has contextual value because it is physically, functionally, visually or historically linked to its surroundings.
9. The property has contextual value because it is a landmark.

Designation requires consideration from Council in two steps. The Notice of Intention to Designate (current step, NOID) provides direction for the City Clerk to give notice to the Property Owner, a public notice on the City's website, and to the Ontario Heritage Trust (OHT) of Council's intent to initiate the heritage designation. After thirty days, and if there is no objection, the Council may pass a by-law to designate the property in accordance with the *Ontario Heritage Act* and publish notice to the same parties and the City's website.

However, any person may object to the designation. If an objection is received to the NOID within 30 days after publication of the notice, Council shall consider the objection and make a decision whether or not to withdraw the NOID within 90 days after the end

of the 30-day period. Any person may also appeal the designation bylaw to the Ontario Land Tribunal (OLT) within 30 days of the notice of the bylaw being issued or served. After holding the hearing, the OLT shall dismiss the appeal, allow it in whole or part, repeal the bylaw, amend the bylaw, or direct Council to repeal or amend the bylaw.

Discussion:

Proposal:

Heritage listed properties not subject to a Notice of Intention to Designate by January 1, 2027, will be removed from the Heritage Register and will lose the interim protection associated with listed status. While the City may continue to pursue heritage designations after that date, the impending legislative deadline increases the importance of prioritizing resources toward properties at risk of demolition, significant alteration, or redevelopment. Alongside Council Report S 74/2026, titled "Windsor Municipal Heritage Register - Bill 23 Strategy Updates" and through CR 399/2026, Administration was directed by City Council to continue identifying heritage properties at risk, or those that otherwise warrant protection, and to bring forward recommendations for heritage designation for Council's consideration prior to the legislated deadline.

The properties included in this report have been identified as facing risk of loss due to redevelopment pressure, proposed demolition, or significant alteration. Administration considers these properties to be particularly time-sensitive, as they may become eligible for demolition permit applications once the interim protections associated with listed status expire.

The properties included in Batch III of the designation program have been researched and evaluated using the criteria established under Ontario Regulation 9/06 of the Ontario Heritage Act. Staff are of the opinion that each property meets the legislative requirements for designation. A summary of the evaluation results is provided in Appendix B, Summary Table of Batch III Properties Proposed for Heritage Designation. Supporting research used to establish the applicable designation criteria and prepare the Statements of Cultural Heritage Value or Interest is contained in Appendix C, Research Documents.

Designation under Part IV of the Ontario Heritage Act is intended to guide change in a manner that is respectful, compatible, and consistent with the Standards and Guidelines for the Conservation of Historic Places in Canada. Designation does not prevent change or "freeze" a property in time. Rather, it identifies significant heritage attributes that should be conserved while allowing for alterations and redevelopment that are compatible with the property's cultural heritage value or interest.

4147 Riverside Drive East – Edmund C. Poisson House

Administration has been in discussions with the Owner for an extended period regarding reported deterioration of the building's fieldstone cladding. A structural building assessment prepared by Deepak Pandey, P.Eng., and submitted on July 23, 2026, identified widespread building-envelope deficiencies, including water infiltration, failed mortar joints, corroded steel lintels, cracked and displaced stonework, damaged sills, stone spalling, and active moisture ingress. Although the assessment recommends removing the fieldstone cladding in its entirety and replacing it with a stucco system, the

submitted materials do not establish that complete removal is the only feasible conservation outcome. Following meetings and correspondence among the Owner, the Owner's representatives, and Administration, Mr. Pandey confirmed at a meeting on October 13, 2026 that there was no technical impediment to reconstituting the fieldstone and that the extent of reinstatement would largely be influenced by cost. Planning staff requested meaningful retention, repair, salvage, and reinstatement of the fieldstone in locations with maximum public visibility. The parties subsequently reached agreement in principle on an approach reflected in the revised architectural drawings submitted on October 16, 2026: retention or reinstatement of fieldstone on the north, publicly visible elevation, the chimney, the porch, and base trim generally to the basement-window level, with fieldstone removed from the balance of the building and replaced by a proposed limestone-textured stucco finish. Administration considers this a balanced approach in light of the documented condition of the building and recommends approval subject to the conditions. The submissions from the Owner are attached in Appendix D.

The redevelopment and/or adaptive reuse of the remaining properties that are subject of this report have not progressed to a point where Administration is able to provide a recommendation (similar to Recommendation VII above) about the potential outcome of a redevelopment. Future redevelopment plans for these properties will be presented to Council when the respective property owner makes an application for a Heritage Alteration Permit.

Official Plan Policy:

The Windsor Official Plan Volume 1 includes (9.0) "*A community's identity and civic pride is rooted in physical and cultural links to its past. In order to celebrate Windsor's rich history, Council is committed to recognizing, conserving and enhancing heritage resources."* Goals include (9.1.1) "*The identification, recognition, protection, conservation, enhancement and proper management of heritage resources."* Objectives include (9.2.4) "*To increase awareness and appreciation of Windsor's heritage resources and encourage participation by individuals, organizations and other levels of government in heritage conservation."*

Also, (9.3.2.1) *"Council will identify Windsor's heritage resources by: ... (c) Researching and documenting the history and architectural and contextual merit of potential heritage resources on an individual property basis".* (9.3.3.1) *"Council will recognize Windsor's heritage resources by: ... (a) Designating individual buildings, structures, sites and landscapes as heritage properties under the Ontario Heritage Act;"* (9.3.6.1) *"Council will manage heritage resources by: … (e) providing support and encouragement to organizations and individuals who undertake the conservation of heritage resources by private means".*

The heritage designation of these identified properties would further ensure that Official Plan policies related to the protection, enhancement and management of heritage resources would be implemented.

Risk Analysis:

The proposed designations would support the protection and long-term conservation of the identified heritage attributes and features of the properties. If designated, alterations or additions affecting identified heritage attributes (see Appendix 'A') would be subject

to Part IV, Section 33 of the *Ontario Heritage Act* and the Heritage Permit approval process. Depending on the nature of the proposed work, applications may require consideration by the Development & Heritage Standing Committee and Council.

If designation does not proceed, these listed properties will be removed from the Windsor Municipal Heritage Register on January 1, 2027 in accordance with the provisions of Bill 23 and Bill 200. Removal from the Register would eliminate the interim protection associated with listed status and increase the risk of demolition, incompatible alterations, or the irreversible loss of cultural heritage resources.

Any person, including a property owner, may object to the Notice of Intention to Designate and may subsequently appeal a designation by-law to the Ontario Land Tribunal ("OLT"). Such proceedings could result in legal and administrative costs, including in-house legal representation. Administration is satisfied that the recommendations represent an evidence-based and defensible application of Ontario Regulation 9/06.

Climate Change Risks

Climate Change Mitigation:

N/A

Climate Change Adaptation:

N/A

Financial Matters:

Costs associated with designation include legal notices and registration of the by-law totaling approximately $110 each.

Typically, the designation costs are funded by the Heritage Committee operating budget. However, for designations undertaken as a result of Bill 23 and Bill 200, the costs would be funded by the Capital Project 7241028 (Bill 23 Municipal Heritage Register) which has an uncommitted amount of $143,176 and would be sufficient to cover the costs of these designations.

Once designated, the Owners would be eligible to apply for grants from the City's Community Heritage Fund (Fund 157) to repair, restore, or reinstate features identified in the designation by-laws. Fund 157 currently has an unencumbered balance of $170,853. The Owners could also request tax-related financial incentives for the costs of eligible improvements under the City's Heritage Property Tax Reduction Program. Costs that are not eligible for funding under Fund 157 may be eligible under the Heritage Property Tax Reduction Program.

In the event of an appeal of the Designation By-law to the OLT, external legal services may be required which can involve future financial implications.

Consultations:

Consultations were made with the following staff in preparation of the designation and of this report:

- Windsor Public Library Community Archives and Local History Branch
- Museum Windsor & Culture Department Staff regarding the historical research of the properties
- Michael Okanlawon, Financial Planning Administrator
- Tracy Tang, Planner III-Special Projects

The following staff also contributed to the research and drafting of the designation Statements:

- Tracy Tang, Planner III-Special Projects
- Shantal Beckford, Planner II-Development (Heritage)
- Ryan Upton, Planner II-Development (Heritage)
- Skyler Xiang (former Co-op Student)

Conclusion:

Administration recommends initiating the designation process for the Batch III (City-wide) properties under Part IV Section 29 of the *Ontario Heritage Act* to recognize and conserve their physical/design, historical/associative, and contextual values for years to come.

Planning Act Matters:

N/A

Approvals:

Name	Title
Kristina Tang	Planner III - Heritage
Jason Campigotto	Deputy City Planner – Growth
Emilie Dunnigan	Manager Development Revenue & Financial Administration
Lorie Gregg	Executive Director, Financial Planning/Deputy Treasurer
Aaron Farough	Senior Legal Counsel, Legal & Real Estate
Neil Robertson	City Planner
Jelena Payne	Deputy CAO/Commissioner, Economic Development

Name	Title
Janice Guthrie	Commissioner, Finance and City Treasurer
Ray Mensour	Chief Administrative Officer

Appendices:

1 Appendix A - Statement of Cultural Heritage Value or Interest
2 Appendix B - Summary Table of Batch III Properties
3 Appendix C - Research Documents
4 Appendix D - Additional Information on 4147 Riverside Drive East

APPENDIX A

Statement of Cultural Heritage Value and Interest
All Saints' Church and Rectory
330 City Hall Square West

Description of Historic Place:

The All Saints' Church and Rectory is located at 330 City Hall Square West, south of University Avenue near the public grounds in front of Windsor City Hall within Windsor's civic core. The Anglican congregation was established in 1852, originating from St. John's Anglican Church in Sandwich, with various current and past activities including choirs, social work, supporting community and social functions. The church building was constructed in phases between 1855-1881, and the rectory was constructed in 1890. The surrounding area has evolved into a civic precinct characterized by municipal and institutional development.

Design/Physical Value

Church (1855-1881)

The All Saints' Church has design and physical value because it is a representative example of Gothic Revival ecclesiastical architecture in Windsor. Designed by architect Albert H. Jordan and constructed beginning in 1855, with successive phases completed through 1881, the building demonstrates key characteristics of the Gothic Revival style, including strong vertical emphasis, pointed-arch openings, and complex asymmetrical massing developed through successive phases of construction. The church comprises a longitudinal nave with projecting volumes and prominent gable ends, reinforced by steeply pitched roof forms and a dominant tower and spire.

The structure is constructed of variegated red, brown, and buff brick masonry, laid in stretcher bond, with visible tonal variation. Elevations are articulated by projecting brick buttresses and horizontal coursing. Decorative brick voussoirs at openings and recessed arch detailing demonstrate a high degree of craftsmanship.

The square bell tower, surmounted by a copper-clad spire with oxidized green patina, is a defining feature. The tower includes paired lancet louver openings at the belfry level, circular (oculus) openings with radiating brick surrounds, horizontal string courses, and corbelled detailing dividing tower stages. The associated buttresses emphasize the vertical expression of the tower.

Fenestration consists of tall, narrow lancet windows arranged in regular bays along the nave, deeply recessed within articulated brick surrounds. Circular (oculus) windows occur at gable ends and tower levels. Where present, stained or leaded glass contributes to the ecclesiastical character, although glazing may reflect periods of repair or replacement. The principal entrance at the tower base includes a pointed-arch opening defined by multiple recessed brick orders, wood double doors with vertical board construction, decorative wrought metal hinges and hardware, and raised stone steps and landing.

The building includes steeply pitched gable roofs clad in shingle material with simple eaves. Circular (oculus) openings are present at gable ends, including some simple finial elements and stone coping.

Rectory (1890)

The rectory has design and physical value as a representative example of Victorian residential architecture associated with ecclesiastical complexes. The building is characterized by its hipped roof form, asymmetrical massing, and red brick construction consistent with the church; dormers project from the roof slopes. The rectory retains original window openings and proportions, where extant.

Historical/Associative Value

The All Saints' Church and Rectory has historical and associative value for its role in the early development of Windsor and the establishment of Anglican institutions in the region. Founded in 1852 by parishioners from St. John's Anglican Church in Sandwich, the congregation reflects the expansion of settlement from Sandwich into Windsor's emerging downtown core. St. John's, located at 3305 Sandwich Street, served as a "mother church" for Anglican worship in the area and was the first of several Anglican places of worship established in Windsor.

The property also reflects broader mid-19th-century patterns of migration and community support in Windsor, including the arrival of Black refugees through the Underground Railroad. As a religious institution, All Saints' formed part of the social and spiritual infrastructure that supported new arrivals and contributed to the development of the city's early community life.

The church is connected to several individuals significant to its construction and architectural development. Alexander Mackenzie, later Prime Minister of Canada, initiated early construction of the church, with later work completed by local contractor Robert Shorland. The church was designed by Albert H. Jordan, a Detroit architect recognized for detailed Gothic Revival designs, including Fort Street Presbyterian Church in Detroit. Jordan's work at All Saints' contributed to his later commissions in Windsor, including the Essex County Court House (Mackenzie Hall) and Windsor Town Hall, both notable civic buildings in mid-19th-century Western Ontario.

The historical value of the property is further reflected in the contributions of early clergy, particularly Rev. Edward H. Dewar and Rev. John Hurst, who helped guide the growth and expansion of the parish. Dewar, the first rector of All Saints' after serving at St. John's Anglican Church, was recognized for his civic interests and contributed to the establishment of Windsor's first public community library. Hurst, who served from 1860 to 1873, supported the acquisition of lands south of the church, enabling the construction of parish buildings, Sunday School facilities, and the rectory. Completed in 1890, the rectory supported the continued institutional and community functions of All Saints', including choir activities, the Anglican Young People's Association, and the Girl Guides Chapel.

Contextual Value

The property has contextual value because it is important in defining and supporting the character of Windsor's civic core and functions as a local landmark.

The church occupies a prominent site within City Hall Square, predates surrounding civic and institutional development, and maintains visual distinction through its historic form and materials. The tower and spire provide a strong vertical element that contrasts with surrounding modern buildings and reinforces the building's landmark presence within the downtown.

The property is physically, visually, and historically linked to nearby civic structures and public spaces, including City Hall and the cenotaph, and continues to function as a place of worship, maintaining its historic use.

Heritage Attributes

For clarity, the property also contains a later building constructed in 1955, which contributes to the understanding of the site's continued institutional use but is not identified as a primary heritage resource and is not included in this designation.

Attributes of the All-Saints' Church and Rectory that exemplify its heritage value as a representative example of Gothic Revival ecclesiastical architecture in Windsor and Victorian residential architecture associated with ecclesiastical complexes include its:

Exterior Attributes – Church

Form and Massing

- Longitudinal nave
- Asymmetrical composition including tower and projecting volumes
- Steeply pitched gable roofs
- Gabled end façades

Tower

- Square brick bell tower with:
    - Paired lancet louver openings at the belfry level
    - Circular (oculus) openings with radiating brick voussoirs
- Copper-clad spire and cross finial
- Horizontal string courses and corbelled detailing beneath the tower roofline

Masonry

- Steeply pitched gable roofs clad in shingle roofing material
- Variegated red brick masonry laid in stretcher bond
- Deeply recessed openings with masonry reveals

Openings

- Tall, narrow pointed-arch (lancet) windows arranged in regular bays along the nave
- Circular (oculus) windows at gable ends and tower levels
- Stained or leaded glass in select narrow openings

Entrances

- Decorative lantern-style polygonal light fixture
- Pointed-arch entrance opening within the tower base
- Recessed multi-order brick arch
- Wood double doors with decorative hardware
- Raised stone steps and landing

Wall Articulation

- Buttresses and wall piers dividing bays
- Horizontal sill bands and masonry courses

Rectory (1890)

- Hipped roof
- Asymmetrical massing
- Projecting gable elements
- Red brick construction
- Original window openings and proportions
- Surviving wood detailing

Interior features are not included as heritage attributes in the designation.

APPENDIX A

Statement of Cultural Heritage Value and Interest
J.E. Benson School (former)
1556 Wyandotte Street West

Description of Historic Place:

J.E. Benson School is a former educational institution located at 1556 Wyandotte Street West, occupying a prominent corner site bounded by Curry Avenue and McEwan Avenue in Windsor, Ontario. Constructed in 1914 and opened in 1915 as the Wyandotte Street School, with an addition completed in 1922, the property is valued as a representative example of Collegiate Gothic architecture and for its association with educator John Edward Benson. The property consists of a large red brick institutional building distinguished by its symmetrical principal façade, limestone detailing, projecting entrance towers, decorative stone ornamentation, and prominent presence within the surrounding neighbourhood.

Design/Physical Value

J.E. Benson School has design and physical value as a representative example of Collegiate Gothic architecture, a subset of the broader Gothic Revival movement commonly used for academic institutions in the late 19th and early 20th centuries. The property is constructed primarily of red brick with contrasting stone accents, including lintels, surrounds, banding, and decorative panels. The principal façade (Wyandotte Street West) has a symmetrical layout defined by a pair of entrance bays accessed from a central walkway that splits off to each double door entrance; stone banding separates the ground elevation from the upper storeys. Each entrance features a pointed-arch stone surround with a transom window above. 'J.E. BENSON SCHOOL' is inscribed into the stone above each front entrance and brick pilasters with stone detailing divide the storeys into vertical bays, which can be seen around the entire building.

The Curry Avenue and McEwan Avenue façades mirror each other through the projecting entrance towers. Decorative stone carvings on the towers – including shield panels and foliage/floral motifs – demonstrate a high level of craftsmanship characteristics of the Collegiate Gothic style. Both façades also feature multi-storey window groupings with stone surrounds. The Curry Avenue façade also features a three storey projecting canted limestone bay, featuring decorative shield panels. Gabled parapets and ornamented rooflines – along with the consistent use of Gothic arches, stone detailing, and vertical bay divisions are further examples of the building's craftsmanship and its embodiment of defining Collegiate Gothic characteristics.

The rear façade continues the building's Collegiate Gothic expression through the consistent use of red brick construction, stone detailing, and pronounced vertical bay divisions. Both ends of the elevation are articulated with decorative stone-trimmed brick panels that echo detailing found on the principal and side façades. Entrances located at either end are distinguished by stone surrounds, carved stone ornamentation, and large multi-panel windows, while brick pilasters and stone accents reinforce the building's strong vertical emphasis. Although more restrained than the Curry/McEwan façades, the rear elevation maintains the cohesive architectural vocabulary and workmanship characteristic of the Collegiate Gothic style.

Historical/Associative Value

J.E. Benson School has historical value through its association with John Edward Benson, who was a significant figure in Windsor's educational history. Appointed Inspector of Public Schools in December 1919, Benson introduced progressive educational reform, including the Rotary System, an educational model in which students rotated between specialized classrooms and subject teachers. The system improved the use of school facilities and reflected contemporary approaches to public education, contributing to the advancement of educational

standards in Windsor's public schools throughout his tenure. Benson was an inspector for almost seventeen (17) years, when he passed away suddenly on August 12, 1936, at age 63 after suffering a heart attack. Following his death, the original name of the school – Wyandotte Street School – was renamed 'J.E. Benson School' in 1937 to honour his prominent role in developing and improving Windsor's educational system.

J.E. Benson School has the potential to yield information that contributes to an understanding of Windsor's early 20th-century population growth, the evolution of public education, and institutional planning practices. The school's construction in 1914 (opening 1915) and the subsequent expansion in 1922 provide direct and physical evidence of Windsor's rapid population growth, particularly in the years surrounding and following World War I. The original building was designed for a relatively small student body, containing twelve (12) classrooms and ninety-five (95) students. After the end of World War I, Wyandotte Street School experienced an increase in its student population, and the resulting overcrowding at the school required a major addition with the rear addition completed in 1922. After expansion, the school accommodated approximately 1,200 students each day and the nearly 90,000 sq. ft. school became the city's largest public school. The building's scale, layout, and phased development provide physical evidence into the evolution of school design, educational philosophy, and municipal responses to demographic pressures during this period.

J.E. Benson School demonstrates the work of significant local architects J.C. Pennington and Albert H. McPhail. J.C. Pennington designed the original 1914 school building and was a leading figure who practiced architecture in Windsor for over fifty (50) years (1910-1963). It is estimated that he was responsible for the design of approx. 600-800 buildings during his career. He designed several primary and secondary public schools, including Walkerville Collegiate, as well as educational buildings for Assumption University and Essex College (predecessors to the University of Windsor). His firm was the oldest architectural practice in the area, with many Windsor architects working from him and owing much to his guidance and example.

Albert H. McPhail (1888-1961) designed the 1922 rear addition. He is known for designing multiple schools built in the 1920s, significantly shaping early 20th century institutional architecture in Windsor and Walkerville. His early work in the Collegiate Gothic tradition combined a formal symmetry with careful attention to brick and stone detailing. This is best seen in his designs for Prince Edward School (c. 1921) and an almost identical plan for Queen Victoria Public School (c. 1922), both in Windsor.

Contextual Value

J.E Benson School has contextual value as it supports and maintains the character of the surrounding area, which developed as a residential neighbourhood during Windsor's early 20th-century expansion following World War I. The building's scale, red brick construction with stone detailing, and Collegiate Gothic style are consistent with historical patterns of school construction during this period. The school's construction in 1914 and expansion in 1922 correspond to increased educational infrastructure associated with Windsor's population growth, establishing a direct relationship between the property and the development of the surrounding area.

The building also has contextual value as a local landmark, due to its prominent location on Wyandotte Street West, its stately presence in the area, its substantial massing, and distinct architectural form. Its symmetrical composition from Wyandotte Street West, tower-like projections, pointed-arch entrances, and stone detailing make it a visually prominent and recognizable presence within the streetscape. Its longstanding use as a public school (1915-2014) and its role as one of the largest schools in Windsor, also lend to its value as a local landmark.

Heritage Attributes

For clarity, no interior spaces or interior features are included as heritage attributes or form part of this designation.

Exterior attributes of J.E. Benson School that exemplify its heritage value as an example of Collegiate Gothic architecture include its:

Form and Massing

- Multi-storey institutional form and massing of the original 1914-15 school building and 1922 addition.
- Symmetrical composition of the principal (Wyandotte Street West) façade.

Materials and Craftsmanship

- Red brick construction with contrasting limestone detailing.
- Limestone trim, including band courses, surrounds, decorative panels, carvings, and ornamental features.
- Brick pilasters and vertical bay divisions that emphasize the building's verticality.
- High-quality masonry and stone craftsmanship expressed throughout the exterior.

Collegiate Gothic Design Features

- Pointed-arch entrance openings with stone surrounds.
- Gabled parapets and decorative roofline elements.
- Projecting entrance towers on the Curry Avenue and McEwan Avenue elevations.
- Decorative stone carvings and ornamentation, including shield panels and foliage/floral motifs.
- Three-storey projecting canted limestone bay on the Curry Avenue façade.
- Original multi-storey window openings, grouped window bays, and associated stone surrounds and masonry detailing.

Significant Exterior Features

- Paired principal entrances on the Wyandotte Street West façade.
- Stone inscription reading "J.E. BENSON SCHOOL" above the principal entrances.
- Decorative treatment of the secondary and rear elevations, including stone-trimmed panels, carved stone features, and consistent brick and stone detailing.

Contextual Attributes

- Prominent visual presence of the historic school building along Wyandotte Street West.
- Landmark presence at the intersection of Wyandotte Street West, Curry Avenue, and McEwan Avenue.

APPENDIX A

Statement of Cultural Heritage Value and Interest
Central United Church
628 Ouellette Avenue

Description of Historic Place:

The Central United Church is a two-and-a-half-storey building located at 628 Ouellette Avenue, near the prominent corner of Wyandotte Street East and Ouellette Avenue. The building was constructed in 1904, completed in 1906. Designed by Detroit architects Joseph G. Kastler and William Egerton Hunter (Kastler & Hunter), the building is an early and well-preserved example of late phase Norman English Romanesque Revival architecture in Windsor.

Design/Physical Value:

The subject property is a significant example of Norman English Romanesque Revival architecture in Windsor and reflects the resilience of its congregation. After the 1904 fire destroyed the church on Windsor Avenue at Chatham Street, the building committee salvaged materials, incorporating brick, flooring, and other components into the new structure at 628 Ouellette Avenue. The original cornerstone, dated 1873, was placed at the south entrance, while a new 1904 cornerstone was installed at the north entrance, symbolically linking the former church with its successor. The architects for the new building were Joseph G. Kastler & William E.N. Hunter of Detroit, who designed many churches and large houses, mostly in Michigan but included the Windsor home of Niels Ortved (designated 2021), and the First Methodist Church at Hamilton for which the design of the Central Methodist Church was based off.

Architecturally, the building is defined by its symmetrical façade, two main entrance doors framed by rounded Romanesque arches, and a strong sense of mass and permanence. Decorative moulding and scroll-shaped brackets, and modillions supporting the soffit and fascia beneath the eaves highlight the craftsmanship typical of Romanesque Revival design. The upper area of the façade also features two ornate stone plaques—styled like crests or shields and surrounded by foliage-like carvings—mounted on either side of the large central semi-circular arched window, each displaying a biblical quote. Three rectangular windows are centred below the half-round window. Both sides have the same design of upper half-round window and lower three rectangular windows, although with simpler surrounds.

Additional Romanesque Revival elements include solid masonry construction, engaged columns, ornate entablatures, and rounded window openings, complemented by stained-glass windows that enrich both the exterior and interior. A defining feature of the building is its large central dome, an uncommon but striking element in local Romanesque Revival architecture. The dome is 10.36 m in diameter, copper-clad with skylights, and supported by a cylinder covered with red-slate shingles. Influenced by Moravian traditions that shaped early Methodist Church (later United) development, the dome contributes to the building's architectural distinctiveness and rarity within the region.

Overall, the property stands as one of Windsor's earliest and best-preserved Romanesque Revival buildings, representing the later phase of the revival period when traditional forms were blended with modern construction techniques. Its high degree of integrity, the meaningful reuse of materials from the earlier church, and its use as a place of worship for over a century reinforce its cultural, architectural, and historical significance within the community.

Historical/Associative Value:

The subject property holds significant historical and associative value as the fourth and final church building occupied by the congregation that originated as a temporary Methodist Mission in Sandwich. Over nearly two centuries, the congregation occupied a succession of buildings that reflect the growth and shifting

geography of Windsor's early community. The congregation's movement across these sites mirrors the development of the city itself, and the Ouellette Avenue church, completed in 1906, stands as a physical remnant of this long and evolving history.

The property also has historical value for its ability to yield insight into the cultural and social development of the community. The congregation's growth, strengthened by evangelical meetings and extensive outreach programs, contributed to the establishment of other churches in the region, including Giles Boulevard United Church. The church played a central role in community support during challenging periods, particularly the Great Depression, when attendance remained strong despite widespread hardship. Its missions continued to operate, and in 1948 the congregation celebrated the burning of the mortgage, marking a renewed period of stability and reinvestment. The church's commitment to social outreach included serving as a hub for programs that supported residents of downtown Windsor, eventually contributing to the founding of the Downtown Mission in 1972. In the late 1970s the church demolished the east (rear) part of its building and donated the land for the construction of the 17-storey low-cost Cencourse Apartments.

The property also reflects the work and ideas of individuals significant to the community's architectural and cultural heritage. After the Windsor Avenue church burned in 1904, Pastor Alfred Brown selected the new site at Ouellette Avenue and Wyandotte Street—then considered by some to be too distant from the town centre. His vision shaped the future of the congregation, and the cornerstone for the new church was laid later that same year. The building's artistic and commemorative features further enhance its heritage value. Its stained-glass windows, designed in Canterbury, England, depict the birds and flowers of Essex County, blending international craftsmanship with local symbolism. As the fourth church operated by the congregation, Central United Church embodies the continuity and resilience of a community that has adapted through growth, fire, economic hardship, and denominational change—including the 1925 Church Union that transformed Central Methodist into Central United Church. Its long-standing presence in downtown Windsor, its role in fostering new congregations, and its ongoing service to the community through outreach programs all contribute to its enduring significance. The church closed in 2023, and the congregation merged with another, but the building remains a testament to the social, cultural, and architectural history of Windsor, offering valuable insight into the community's evolution and the people who shaped it.

Contextual Value

The building's copper domed steeple and notable height make it stand out prominently among the neighboring structures to the north and south. Its traditional form creates a striking contrast with the more modern architecture surrounding it, allowing the building to serve as a recognizable neighborhood landmark.

Heritage Attributes

Exterior attributes of Central United Church that exemplify its heritage value as an early and well-preserved example of Norman English Romanesque Revival architecture in Windsor include its:

- Monumental massing and roof form, including the large central dome surmounted by a cupola, a rare feature among local Romanesque Revival buildings;
- Principal façade composition, including the central front gable, large round-arched window, carved stone cartouches/shields including examples bearing biblical inscriptions, ornamental foliage motifs, and strong visual symmetry and massing;
- Red brick masonry construction with stone trim and detailing, including the articulated stone parapet with raised corner elements, decorative stone coping, and rowlock brick courses;

- Romanesque Revival design elements, including rounded arches, solid masonry walls, engaged columns, prominent entablatures, and deeply recessed openings;
- Projecting entrances, including their gabled forms, round-arched openings, decorative mouldings, scroll brackets, modillions, and carved stone detailing;
- Elevated entrances and stone stairways that contribute to the building's prominent presence along Ouellette Avenue;
- Front corner stairwells, each with three stepped windows on the side elevations;
- Historic stained-glass windows, including Canterbury-crafted glass depicting Essex County flora and fauna, reflecting a notable combination of international artistry and local symbolism and contributing to the building's ecclesiastical character.

Features that contribute to the contextual value:

- Overall height, with copper dome and cupola, makes the building visually prominent on the streetscape

APPENDIX A

Statement of Cultural Heritage Value and Interest
Edmund C. Poisson House
4147 Riverside Dr E

Description of Historic Place:

The Edmund C. Poisson House is located at 4147 Riverside Drive East in the City of Windsor. Constructed circa 1919, the historic place consists of the heritage attributes associated with the former residence of Edmund C. Poisson, including the fieldstone masonry, porch, chimney, and other retained exterior features that contribute to its heritage value. Situated along the Riverside Drive corridor overlooking the Detroit River, the property is contextually linked to the historic character of Riverside Drive through its distinctive fieldstone material and visual presence. The property also maintains a visual relationship with the adjacent stone-clad residence at 4187 Riverside Drive East, together reflecting the area's early twentieth-century residential development.

Design/Physical Value

The property at 4147 Riverside Drive East has design and physical value as a rare surviving example of an early twentieth-century residence clad in fieldstone. The property is particularly distinctive for its prominent fieldstone masonry, which constitutes its most significant physical and visual heritage attribute. Fieldstone and cobblestone construction is uncommon in Windsor, where residential development of the time was overwhelmingly brick. While some dwellings feature stone foundations, porch, or decorative accents, the dwelling at 4147 Riverside Drive East and its originally detached garage are distinguished by their prominent application of fieldstone on exterior walls and architectural features. The assembly of the rounded natural fieldstones of varying sizes and colours set in mortar, together with the prominent use of the material throughout the property, demonstrates a high degree of masonry craftsmanship and contributes to a cohesive and distinctive architectural character. The fieldstone masonry is the property’s most distinctive and character-defining feature, and it is fundamental to its cultural heritage value and interest.

The property is also a representative example of the American Foursquare architectural style of the early twentieth century, with Craftsman architectural influences. The Edmund C. Poisson House exhibits key features characterizing the American Foursquare form, including its two-and-a-half-storey massing, side-gabled roof, and prominent gabled dormers. The dwelling also exemplifies the American Foursquare style through the symmetrical organization of the front façade facing Riverside Drive East, the centred front porch, and the regular arrangement of window openings paired with concrete sills. The use of natural fieldstone cladding, simple rooflines, exposed brackets, and restrained ornamentation reflects design principles commonly associated with Craftsman-influenced architecture of the period.

Historical/Associative Value

The Edmund C. Poisson House has historical and associative value through its direct association with Edmund C. Poisson, for whom the dwelling was built and after whom the property is identified. E. C. Poisson was a prominent Ford City businessman, lumber merchant, municipal politician, and well-known member of one of the area’s longstanding French-Canadian pioneer families. During his ownership and occupancy of the property from its construction circa 1919 until its sale in 1936, he managed and operated a prosperous lumber business and maintained a strong political presence in the local community. He was the founder and president of the Poisson Lumber Company, a successful lumber business located on Drouillard Road. In his political career, E. C. Poisson most notably served as the Mayor of Ford City in 1920 and 1921. Both before and after his mayoral position, he was a member of municipal councils in Belle River, Ford City, East Windsor, and Windsor City serving as Councillor, Alderman, and Reeve.

E. C. Poisson was a son of Damase J. Poisson, a hardware merchant and politician who had moved with his family from Quebec to Belle River at eight years old. D. J. Poisson and six of his sons, including Edmund, were active community members across the local area, holding positions as politicians, doctors, priests, farmers, or businessmen. The Poisson family played an influential role in the historical development of the local community, and the property serves as a physical reminder of the family's economic and social contributions to the region during the early twentieth century.

Contextual Value

The Edmund C. Poisson House has contextual value because it contributes to the character of Riverside Drive East, a corridor historically associated with substantial residences and manors built for prominent business leaders, professionals, and affluent families. The property maintains and supports the historic residential character of the riverfront streetscape through its large scale, deep setbacks, rectangular ribbon lot, and siting overlooking the Detroit River. The property is also visually linked to the adjacent heritage-designated property at 4187 Riverside Drive East. Together, the two properties form a distinctive and uncommon grouping of substantial stone-clad residences, contributing to a visually prominent concentration of fieldstone masonry architecture along Riverside Drive, one of Windsor's most prestigious roads for residential dwellings.

Heritage Attributes

For clarity, the identified heritage attributes are limited to the original principal c.1919 dwelling. Subsequent additions and alterations are not considered to contribute to the cultural heritage value of the property and are excluded from this designation. No interior spaces or interior features are included as heritage attributes or form part of this designation.

Exterior attributes of the Edmund C. Poisson House that exemplify its heritage value as an early 20th century example of an American Foursquare residential dwelling with Craftsman influences include its:

- Two-and-a-half-storey form and massing
- Symmetrical composition on the front (north) façade
- Fieldstone masonry composed of rounded natural fieldstones of various sizes, colours, and textures laid in mortar, particularly on the principal (north) façade
- Side-gabled roof with projecting eaves and exposed brackets
- Pair of front-facing gabled dormers on the front (north) facade
- Centrally located front-gabled porch with fieldstone masonry detailing
- Fieldstone chimney
- Regularly arranged window openings with concrete sills

APPENDIX A

Statement of Cultural Heritage Value and Interest
Dr. C. W. Hoare Residence
1969 Wyandotte Street East, Windsor, Ontario

Description of Historic Place:

The Dr. C. W. Hoare Residence is a 2 storey brick and stucco building located at the prominent corner of Wyandotte Street East and Devonshire Road in the former Town of Walkerville. Constructed in 1907 as the residence and medical office of Dr. Charles W. Hoare, a prominent Walkerville physician and civic leader, the building was designed by Detroit-based architect Frederick L. Smith, founding partner of influential Detroit architectural firm Smith, Hinchman & Grylls. Although altered through several additions associated with its later use as a funeral home, the building retains significant heritage attributes including its original massing, red brick and stucco exterior cladding, hipped roof with exposed rafter ends, bay windows, and leaded glass windows.

Design/Physical Value:

The property has design and physical value as a representative example of Vernacular Edwardian architecture. The extant portions of the original 1907 building retain characteristic features of the style, including its asymmetrical form, prominent corner massing, low-pitched hipped roof, broad overhanging eaves with exposed rafter tails, and contrasting red brick and stucco exterior cladding. The building also retains projecting multi-sided bay windows, grouped window openings, and decorative leaded glass elements that contribute to its historic residential character. Comparison with historic photographs demonstrates that these features formed part of the original design and continue to define the appearance of the building despite later additions associated with its conversion to a funeral home.

The building additionally reflects the quality of residential development associated with the growth of Walkerville in the early twentieth century. Although portions of the property have been altered, the surviving roof form, massing, materials, bay windows, and fenestration patterns continue to convey the architectural character and craftsmanship of the original residence.

Historical/Associative Value

The property has historical and associative value through its direct association with Dr. Charles W. Hoare (1863–1930), one of Walkerville's most prominent physicians and civic leaders. He worked and lived on the property, as the residence included his personal physician office.

Dr. Hoare practiced medicine in Walkerville from 1888 until his death and played an important role in the development of both the municipality and the local medical profession. He served as Treasurer of Walkerville from 1890 to 1916, Coroner of Walkerville, and as Mayor of Walkerville from 1917 to 1918. He was instrumental in the establishment of the Walkerville Utilities Commission, served as the first Chair of the Board of Health, was President of the Hotel Dieu Hospital medical staff, President of the Essex County Medical Association, and contributed significantly to the establishment and development of Metropolitan General Hospital.

The property is significant for its association with the historical development of Walkerville as an independent and planned community. Constructed in 1907 on land formerly associated with the Walkerville Land and Building Company, the building reflects the growth and prosperity experienced by Walkerville during the early twentieth century and contributes to an understanding of the community's residential and commercial development. The property is also associated with the broader theme of Walkerville's evolution as an independent town, characterized by a traditional commercial main street serving residents and local employees prior to its incorporation into the City of Windsor in 1935.

The property is significant for its association with the work of architect Frederick L. Smith (1862-1941), a founding partner of the influential architectural firm Smith, Hinchman & Grylls. Smith played a key role in shaping early twentieth-century industrial and commercial architecture in both Canada and the United States through his leadership of major architectural commissions. As a work attributed to Smith and his firm, the property reflects the contribution of one of the most prominent architectural practices associated with the development of Walkerville and the Windsor region.

Contextual Value

The property has contextual value because it defines, maintains, and supports the character of the area as a representative example of the residential development that occurred in Walkerville during the early twentieth century. Located at the prominent intersection of Wyandotte Street East and Devonshire Road, two historically important streets within the former Town of Walkerville, the building contributes to the area's distinctive early twentieth-century streetscape. The building contributes to the historic character of the neighbourhood through its Vernacular Edwardian design, scale, massing, materials, and setbacks, which are consistent with the architectural character established by the Walkerville Land and Building Company and reflected throughout the surrounding residential streetscape.

The property is also physically, visually, and historically linked to its surroundings. It forms part of a cohesive collection of historic residential buildings along Devonshire Road and is visually connected to neighbouring heritage resources through shared architectural forms, scale, height, setbacks, and materials. The property is historically linked to the broader development of Walkerville as a planned community and maintains a functional relationship with the nearby Wyandotte Street East commercial corridor, reflecting the historic pattern of residential neighbourhoods organized around a traditional main street that served residents and local employees.

Heritage Attributes

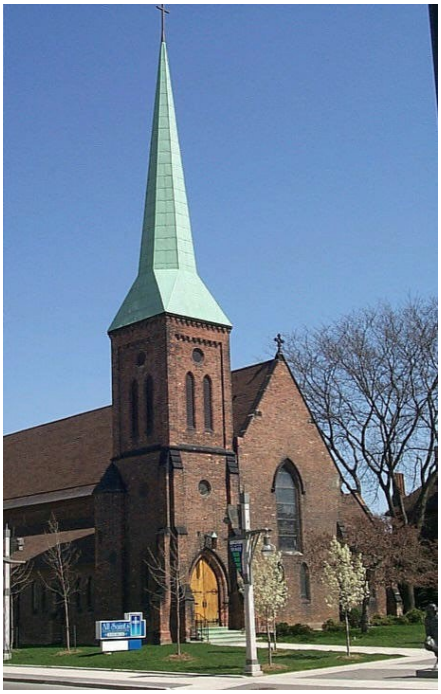
For clarity, the identified heritage attributes are limited to the original 1907 building and surviving heritage fabric. Later additions associated with the funeral home use, including additions completed in 1969 and 1971, are not considered to contribute to the cultural heritage value of the property and are not included as heritage attributes. No interior spaces or interior features are included as heritage attributes or form part of this designation.

Exterior attributes of the Dr. C. W. Hoare Residence that exemplify its heritage value as a 20th century example of the Vernacular Edwardian style include its:

- Prominent corner location at Wyandotte Street East and Devonshire Road
- Original two-storey massing of the 1907 building
- Low- pitched hipped roof form
- Broad roof overhangs with exposed rafter tails
- Red brick english bond masonry on first storey and stucco cladding on the upper storey
- Historic asymmetrical composition and arrangement of building volumes characteristic of Vernacular Edwardian design
- Projecting multi-sided bay windows
- Surviving historic window openings and configurations including leaded glass windows
- Historic brick chimney visible from Wyandotte Street

Appendix B- Summary Table Of Batch III Properties Proposed For Heritage Designation

Proposed Properties for Batch II Designation and O. Reg. 9/06 Criteria Met

Photograph	O. Reg. 9/06 Criteria Met
330 City Hall Sq E - All Saints' Church & Rectory	
	• Gothic Revival ecclesiastical architecture displaying a high degree of craftsmanship through its brick masonry, buttresses, lancet windows, prominent bell tower and spire, together with a Victorian rectory that contributes to the ecclesiastical complex. • Associated with the establishment of Anglican institutions in Windsor, early community development, and notable figures including architect Albert H. Jordan, Alexander Mackenzie, Rev. Edward H. Dewar, and Rev. John Hurst. • Important in defining and supporting the character of Windsor's civic core, physically and historically linked to surrounding civic institutions and public spaces, and recognized as a prominent local landmark.
1556 Wyandotte St W - J.E. Benson School	
	• Collegiate Gothic architecture displaying a high degree of craftsmanship and artistic merit through its red brick construction, limestone detailing, projecting entrance towers, decorative stone carving, and

Google Streetview- 2025	symmetrical institutional design. • Associated with educator John Edward Benson and the evolution of public education in Windsor, and demonstrates the work of prominent architects J.C. Pennington and Albert H. McPhail. • Supports and maintains the character of the surrounding early twentieth-century neighbourhood and is a prominent local landmark due to its scale, architectural form, and longstanding educational use.
628 Ouellette Ave - Central United Church	
 Google Streetview- 2021	• Norman English Romanesque Revival architecture displaying a high degree of craftsmanship through its monumental massing, rounded arches, decorative stone detailing, stained-glass windows, and distinctive copper-clad dome. • Associated with the longstanding history of the Methodist and later United Church congregation in Windsor, community outreach initiatives, and the work of architects Joseph G. Kastler and William E.N. Hunter. • A visually prominent landmark within downtown Windsor, distinguished by its dome, height, and historic architectural character.

4147 Riverside Dr E - Edmund C. Poisson House	
	• Rare example of an American Foursquare residence with Craftsman influences, distinguished by prominent fieldstone masonry, fieldstone chimney, porch, gabled dormers, and high-quality masonry craftsmanship. • Associated with Edmund C. Poisson, prominent Ford City businessman, lumber merchant, politician, and member of a significant local French-Canadian family. • Contributes to the historic residential character of Riverside Drive East, is visually linked to the adjacent designated property at 4187 Riverside Drive East, and forms part of a distinctive grouping of fieldstone architecture along the corridor.
1969 Wyandotte St E - Dr. C.W. Hoare Residence	
 Google Streetview- 2020	• Representative example of Vernacular Edwardian architecture retaining its original massing, hipped roof, broad eaves with exposed rafter tails, red brick and stucco cladding, bay windows, and leaded glass detailing. • Associated with Dr. Charles W. Hoare, prominent Walkerville physician, civic leader, and former mayor, and demonstrates the work of architect Frederick L. Smith of Smith, Hinchman & Grylls.

	• Defines and supports the historic character of Walkerville, is physically, visually, and historically linked to its surrounding neighbourhood, and contributes to the historic streetscape at the prominent intersection of Wyandotte Street East and Devonshire Road.

CANPRO CONSULTING ENGINEERS INC
Civil & Structural Engineers

#908-75 Riverside Dr E, Windsor, ON, N9A 7C4
Cell: +1 (403) 613-7821 Email: deepteck00@gmail.com

STRUCTURAL BUILDING ASSESSMENT REPORT

(PHOTOGRAPHIC CONDITION RECORD WITH OBSERVATIONS & RECOMMENDATIONS)

REPORT DETAIL	INFORMATION
Project Address	4147 Riverside Drive East, Windsor, Ontario
Project Number	26-017
Prepared By	Deepak Pandey, P.Eng.
Prepared For	City of Windsor, Building Department, Ontario
Drawing Reference	Avant Group Inc. – Sheets A-0 to A-4, February 2026
Inspection Date	May 6, 2026
Report Date	May 6, 2026

LIMITATIONS AND DISCLAIMER

This report is based on a visual inspection of accessible areas conducted on May 6, 2026, and review of architectural drawings prepared by Avant Group Inc. (Project No. 26-017). It does not constitute a complete structural engineering assessment, building code compliance certification, or guarantee of deficiency-free conditions.

No destructive investigation, materials testing, geotechnical study, or specialist discipline assessment (mechanical, electrical, environmental) was undertaken. Concealed conditions within the wall cavity, framing, and foundation cannot be confirmed until cladding removal commences. Field conditions shall govern over drawing information where discrepancies exist.

This report is prepared solely for submission to the City of Windsor Building Department in support of the referenced permit application. It shall not be relied upon by any third party without the prior written consent of the engineer of record. Findings reflect point-in-time conditions and may change; the engineer of record shall be re-engaged if significant time elapses prior to construction commencement.

Given the age and moisture history of the building, testing for asbestos-containing materials and lead-based paint is recommended prior to any demolition or cladding removal, in accordance with Ontario Regulation 278/05.

This document is **Issued for Permit (IFP)** only. Sealed engineering construction drawings are required before any remediation works commence.

#908-75 Riverside Dr E, Windsor, ON, N9A 7C4
Cell: +1 (403) 613-7821 Email: deepteck00@gmail.com

PHOTOGRAPHIC CONDITION RECORD

The following pages document all 12 site photographs taken on May 6, 2026. Each photograph is presented with its location description, severity classification, structured site observation, and specific engineering recommendations. All works shall be executed in conformance with the Ontario Building Code (OBC) O. Reg. 332/12 and applicable CSA standards.

PHOTO 1 *[Basement Window Opening – Close-up of Lintel Zone]* SEVERITY: CRITICAL



OBSERVATION	RECOMMENDATION
A severely corroded steel lintel is visible above the basement-level window opening. Heavy orange-brown rust staining has migrated outward from the lintel bearing zone onto adjacent stone faces. The lintel has undergone significant section loss and the mortar bed directly above has cracked and separated, allowing the stone courses above the opening to shift outward. The steel plate/angle lintel appears to be original to the building with no evidence of protective coating or prior remediation. Expansion of corrosion products (rust jacking) has displaced the bearing stones at both jambs.	Carefully expose the full lintel by removing the two stone courses above. Measure the remaining steel section; if section loss exceeds 20% of original thickness, replace the lintel in its entirety with a new hot-dip galvanized steel angle (minimum L102x76x9.5, or engineer-designed for the span). Install self-adhered flashing membrane (e.g., Grace Ice & Water Shield) continuously over the new lintel, lapping 150 mm onto each jamb. Re-bed all displaced stones in Type S mortar and repoint all disturbed joints.

PHOTO 2 *[Rear / Side Elevation – General Wall Overview and Basement Window Well]* SEVERITY: HIGH



#908-75 Riverside Dr E, Windsor, ON, N9A 7C4
Cell: +1 (403) 613-7821 Email: deepteck00@gmail.com

OBSERVATION	RECOMMENDATION
The rear elevation shows widespread mortar joint deterioration across the lower third of the fieldstone wall. A basement window opening is visible mid-elevation with exposed dark sheet material (likely a temporary cover or flashing) that is not properly integrated into the wall. Stacks of concrete masonry units (CMUs) are stored against the wall. The base of the wall shows no positive drainage, and organic debris has accumulated along the foundation line. A white PVC drain pipe exits through the stone wall without visible sealant at the penetration point.	Remove all stored materials from direct contact with the stone wall. Clean out all debris and organic matter from the base of the wall. Repoint all open mortar joints with pre-hydrated Type S lime mortar to match the original profile. Properly flash and seal the window opening with a code-compliant sub-sill pan flashing draining to the exterior. Seal all utility penetrations through the wall with a UV-stable polyurethane sealant. Install a drainage swale or gravel strip at the foundation perimeter to direct surface water away from the building. As part of the overall remediation, replace the fieldstone cladding with the proposed stucco system (Drawing A-0, Wall Type EW1 Proposed).

PHOTO 3 *[Rear Elevation – Full View with CMU Stockpile]* SEVERITY: HIGH



OBSERVATION	RECOMMENDATION
The rear elevation confirms the extent of the general mortar deterioration documented in Photo 2. A second basement window opening is partially visible, also covered with the same dark material. Large quantities of CMUs are stacked directly against the wall face across a wide section of the elevation, impeding inspection and preventing natural drainage. The stone courses at the base of the wall (within 300 mm of grade) show advanced mortar washout and open joints – a primary pathway for moisture to enter the wall assembly at the most vulnerable location.	Relocate all CMU stockpiles away from the building wall. Upon removal, conduct a detailed condition assessment of the concealed wall sections. All mortar joints at and below grade shall receive a hydraulic cement parging coat (minimum 10 mm thick, two coats) to provide a positive waterproof barrier below grade. Above grade, repoint all open joints as noted. At the final remediation stage, install a dimple mat drainage board from the footing to 150 mm above finished grade, overlapping the proposed stucco system, connected to a functioning perimeter drain.

#908-75 Riverside Dr E, Windsor, ON, N9A 7C4
Cell: +1 (403) 613-7821 Email: deepteck00@gmail.com

PHOTO 4 *[Upper Gable End – Vinyl Siding / Stone Wall Transition]* **SEVERITY: MODERATE**



OBSERVATION	RECOMMENDATION
The upper gable end is clad in white vinyl siding, transitioning to the fieldstone wall at the second-floor soffit level. The transition joint between the vinyl siding and the top of the stone wall is visible and shows gaps where the siding termination does not bear fully on the stone. The soffit overhang provides limited weather protection at this junction. Any failure of the sealant or trim at this interface would allow wind-driven rain to travel behind the siding and enter the top of the stone wall or the wall cavity directly below the eaves.	Inspect the full perimeter of the siding-to-stone transition from scaffolding or lift equipment. Any gaps or open joints at the transition shall be sealed with a paintable, UV-stable polyurethane sealant tooled to a smooth concave profile. Install new aluminum Z-flashing at the base of the vinyl siding, lapping minimum 75 mm over the top of the stone wall (or over the new stucco system upon completion of remediation). Confirm that eavestroughs are functional and discharging water well clear of the transition zone.

PHOTO 5 *[Corner Quoin – Right Side Elevation (Looking Up)]* **SEVERITY: HIGH**



#908-75 Riverside Dr E, Windsor, ON, N9A 7C4
Cell: +1 (403) 613-7821 Email: deepteck00@gmail.com

OBSERVATION	RECOMMENDATION
The corner quoin detail on the right-side elevation shows significant mortar joint failure between the large corner stones. Vertical open cracks are visible running through multiple courses at the corner, indicating that the corner masonry has undergone differential movement relative to the adjacent wall faces. The corner is a high-stress zone where orthogonal thermal expansion forces converge, and it is also the most exposed location to wind-driven rain. The lighter-coloured mortar between the darker stones indicates partial repointing at some point in the past, but the repointing has since cracked and separated.	Rake out all failed and cracked mortar joints at the corner to a minimum depth of 19 mm (3/4"). Brush clean all joint faces. Allow the masonry to dry thoroughly for a minimum of 24 hours. Pack the joints in lifts with pre-hydrated Type S mortar (1:0.5:4.5 Portland cement:lime:sand), striking flush or with a slightly concave profile to shed water. Do not use a hard Portland-only mortar as this will create differential stiffness and re-crack. As part of the stucco remediation, the corner shall receive a formed stucco quoin detail or a purpose-made GFRC (glass fibre reinforced concrete) quoin block system to restore the architectural character.

PHOTO 6 *[Corner Quoin – Right Side Elevation (Mid-Height Detail)]* **SEVERITY: HIGH**



OBSERVATION	RECOMMENDATION
A closer view of the right-side corner shows progressive joint failure through the mid-height stone courses. Individual stones at the corner are	Given the displacement of individual stones, a structural engineer or experienced mason must assess whether the displaced stones pose an

#908-75 Riverside Dr E, Windsor, ON, N9A 7C4
Cell: +1 (403) 613-7821 Email: deepteck00@gmail.com

visibly proud of the wall plane, indicating outward displacement consistent with freeze-thaw expansion of saturated mortar or with the beginning of tie failure if the stone is anchored to the inner wall. The mortar between the large quartzite/granite stones is missing across multiple continuous joint lengths, leaving 15–25 mm wide open gaps directly exposed to the weather.	immediate risk of falling. If displacement exceeds 10 mm from the nominal wall plane, the affected stones shall be temporarily shored or removed and safely stored. Prior to repointing, inject a low-viscosity masonry grout or epoxy injection resin into any through-cracks to re-consolidate the masonry. Then repoint as described in Photo 5 recommendation. Stones that cannot be re-seated flush with the wall plane shall be removed, the bed cleaned, and the stone re-set in fresh mortar.

PHOTO 7 *[Upper Corner – Right Side Elevation at Eave (Wide Shot)]* **SEVERITY: HIGH**



OBSERVATION	RECOMMENDATION
The upper portion of the right-side corner shows the extent of joint deterioration up to the eave line. The mortar joints are open and weathered across the upper two metres of the corner, with several stones showing surface spalling on their exposed face. The downspout on the left edge of the frame terminates at mid-height; if the lower section is disconnected or missing, concentrated roof drainage is being discharged directly onto the face of the stone wall, accelerating the mortar washout observed in this zone.	Inspect the full downspout run for continuity and secure attachment. Any missing or disconnected sections shall be replaced or reconnected. The downspout discharge shall be extended to daylight at minimum 1.8 m from the foundation, or connected to the storm drainage system. Rake and repoint all open joints at the upper corner and eave transition as described for Photos 5 and 6. After remediation of the stone and installation of the new stucco system, install a continuous kick-out flashing at the wall-to-roof intersection to divert roof runoff away from the wall face.

PHOTO 8 *[Front Elevation – Triple Window Head / Sill Flashing Failure]* **SEVERITY: CRITICAL**



#908-75 Riverside Dr E, Windsor, ON, N9A 7C4
Cell: +1 (403) 613-7821 Email: deepteck00@gmail.com

OBSERVATION	RECOMMENDATION
This image documents a critical flashing failure at the head of the large triple-pane window on the front elevation. The wood trim piece above the window frame has completely separated from the masonry, leaving a gap of approximately 20–40 mm directly above the window frame. The exposed wood shows severe delamination, paint failure, and evidence of rot at the exposed end grain. Water entering this opening falls directly behind the window frame and into the wall cavity. This single failure point is likely responsible for a significant proportion of the moisture damage within the front elevation wall assembly.	Remove the failed wood trim and all deteriorated/rotted material. Cut back to sound wood and treat with a borate-based wood preservative. Install a new continuous galvanized steel drip cap (minimum 26-gauge) at the window head, bedded in sealant and lapped a minimum of 150 mm at joints, and extend it a minimum of 25 mm beyond the face of the cladding on each side. Apply a self-adhered flashing membrane (minimum 225 mm wide) over the drip cap, lapping onto the adjacent stone face. Re-install painted cedar or finger-jointed pine trim, primed on all six faces before installation. At the overall remediation stage, the new stucco system shall include a purpose-formed window head receiver with integrated drip edge.

PHOTO 9 *[Right-Side Elevation – Full Corner View from Grade to Eave]* **SEVERITY: HIGH**



OBSERVATION	RECOMMENDATION
A full-height view of the right-side corner documents the continuity of the mortar joint failure from grade level to the soffit. The deterioration is consistent across all elevations rather than being isolated to a single zone, confirming that the wall	The precast concrete sill joint shall be raked out and re-caulked with a backer rod and a paintable polyurethane sealant rated for exterior masonry service. The darker, moisture-saturated lower stone courses shall be allowed to dry before

has experienced systemic moisture cycling throughout its service life. The stone at the lower courses (within 600 mm of grade) is darker in colour, indicative of chronic moisture saturation in this zone. A window below the mid-height point has a precast concrete sill that appears intact, but the mortar joint at the sill-to-stone interface has opened.	repointing; if active dampness persists, investigate for rising damp or sub-grade drainage failure at this corner. As part of the comprehensive remediation, the lower stone courses shall be fully removed, the OSB sheathing and stud framing inspected for moisture damage, and the new stucco assembly installed with a continuous dimple mat moisture break at the base extending below the footing drainage level.

PHOTO 10 *[Basement Window – Lintel Corrosion Detail with Window Well]*

SEVERITY: CRITICAL



OBSERVATION	RECOMMENDATION
A second corroded steel lintel is visible above a different basement window opening. In this view the extent of corrosion is clearly documented: the lintel has expanded from rust accumulation and has cracked the mortar bed and the stone course immediately above it. The stone above the lintel	In addition to the lintel replacement actions specified under Photo 1, the following works are required at this opening: (1) Clean the window well of all debris. (2) Install a new perforated drainage pipe at the base of the window well, connected to a sump or to daylight. (3) Replace the cracked

on the left jamb side is visibly displaced outward by approximately 10 mm. The window well is filled with organic debris and standing water, providing a constant source of moisture at this already-failed junction. A precast concrete threshold/sill below the window is cracked and no longer effectively sealing the base of the opening.	concrete sill with a new precast concrete sill sloped at minimum 5% (3°) to drain outward. (4) Install a galvanized steel or polycarbonate window well cover to prevent future debris and water accumulation. (5) Inspect and, if required, replace the window unit itself, ensuring the new unit is installed with full pan flashing and self-adhered membrane at all sides.

PHOTO 11 *[Basement Window – Lintel Zone and Opening Surround Detail]* **SEVERITY: CRITICAL**



OBSERVATION	RECOMMENDATION
This image provides a clearer frontal view of the same basement window lintel condition documented in Photo 10. The failure of the mortar bed above the lintel is extensive: a horizontal crack running the full width of the opening is clearly visible, and the stone course immediately above	This condition represents an active structural deficiency requiring immediate remediation. A licensed structural engineer must be engaged to assess and confirm the adequacy of the temporary propping before any personnel work within the opening. Upon engineering sign-off: (1) Complete

has settled toward the opening centre. The concrete block or sill at the base of the opening has been temporarily propped with scrap wood, indicating that the existing sill is no longer self-supporting. The mortar at the jambs has been partially raked out, suggesting that a prior repair attempt was initiated but not completed.	the lintel replacement as specified. (2) Remove and replace the failed concrete sill block with a purpose-cast or precast reinforced concrete sill bearing minimum 150 mm into each jamb. (3) Re-set all displaced stones in the jamb and above the lintel in fresh Type S mortar. (4) Upon completion, verify that the lintel installation is plumb and level using a spirit level before re-setting stone courses. (5) Do not permit the window opening to be left unsupported overnight.

PHOTO 12 *[Front Elevation – Plumbing Penetration and Interior Insulation Visible]* **SEVERITY: MODERATE**



OBSERVATION	RECOMMENDATION
A white PVC plumbing vent stack exits through the fieldstone wall approximately 300 mm above grade, with visible unsupported connections and no sealant at the wall penetration. Bags of fiberglass batt insulation (R-12, 16" wide, Owens Corning Next Gen Fiberglas) are visible through	Seal the PVC vent stack penetration through the stone wall with an escutcheon plate and a continuous bead of paintable polyurethane sealant. Ensure the drain line from the dimple mat window well connects to a functioning outlet – verify by flushing with water during inspection.

the first-floor window glazing, suggesting that interior renovation works are in progress or that the insulation has been disturbed from the interior. A window well with a dimple mat drainage membrane is visible at the base of the wall but does not appear to be connected to a functioning drain outlet. Vines and ground cover vegetation are growing against the wall face, retaining moisture against the stone.	Remove all vegetation growing against the wall face and treat the root zone with an approved herbicide to prevent regrowth. Ensure a minimum 150 mm clearance between all plantings and the finished wall surface in perpetuity. Confirm that the interior batt insulation installation (visible in the window) is being installed in a continuous layer without compression or gaps, and that the 6 mil poly vapour barrier is continuous and taped at all laps and penetrations.

GENERAL RECOMMENDATION – REPLACEMENT OF FIELDSTONE CLADDING WITH STUCCO FINISH SYSTEM

Based on the extent of deterioration documented across all elevations of the building, localized repair of the existing fieldstone cladding is not considered a technically viable or cost-effective remediation strategy. The mortar joint failure, stone spalling, lintel corrosion, and active moisture ingress are systemic rather than isolated, affecting the full perimeter of the building envelope. It is therefore the recommendation of the engineer of record that the existing fieldstone cladding be removed in its entirety and replaced with a new stucco finish system as proposed in the project drawings (Avant Group Inc., Sheet A-0, Wall Type EW1 Proposed).

ENGINEER'S DECLARATION

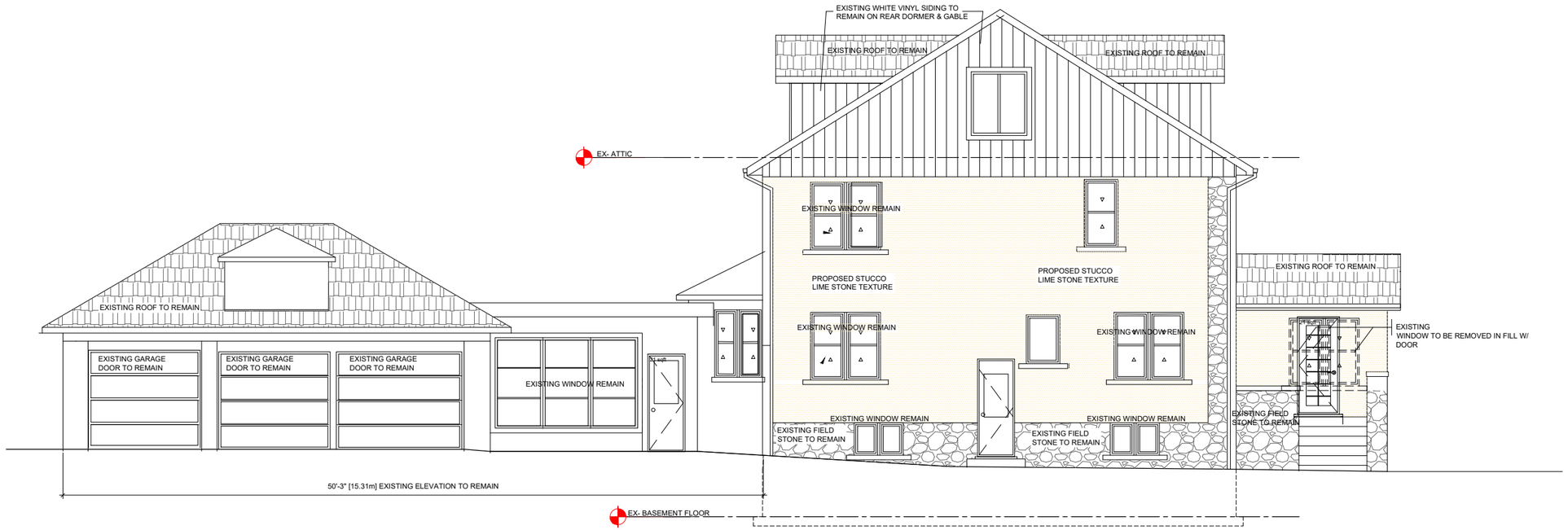
This photographic assessment record has been prepared based on direct site observation on May 6, 2026, supplemented by review of the architectural drawings prepared by Avant Group Inc. (Project No. 26-017). The observations, severity classifications, and recommendations contained herein represent the professional opinion of the undersigned structural engineer and are submitted to the City of Windsor Building Department in support of the associated permit application.

All remediation works shall be carried out by qualified contractors under the supervision of a licensed Professional Engineer (P.Eng.) registered with Professional Engineers Ontario (PEO). Field conditions shall be verified upon commencement of works, and the engineer of record shall be notified immediately of any conditions that deviate materially from those documented herein.

CANPRO CONSTULTING ENGINEERS INC.

per Deepak Pandey, P.Eng.





2 A-3 EXISTING/ PROPOSED ELEVATION
1/4"=1'-0"



2 A-4 EXISTING WEST ELEVATION
1/4"=1'-0"

AVANT DESIGN INCORPORATION
5980 TECUMSEH RD. E, WINDSOR, ON, N8T 1E3
Phone: 519 919-2010
Email: mohhanash81@gmail.com
Website: https://https://avantgroupincorp.com

PROPRIETARY AND CONFIDENTIAL
THE PLAN AND DESIGN CONTAINED IN THIS DRAWING IS THE SOLE PROPERTY OF AVANT GROUP INC. ANY REPRODUCTION IN PART OR AS A WHOLE WITHOUT THE WRITTEN PERMISSION OF AVANT GROUP INC. IS PROHIBITED.

ORIGINAL FULL SIZE DRAWINGS ARE ARCH E1 -30" x 42" DO NOT SCALE DRAWINGS ALL CONSTRUCTION MUST CONFORM TO ALL APPLICABLE LOCAL CODES, BY LAWS AND ALL REQUIREMENTS OF THE AUTHORITIES HAVING JURISDICTION THESE DRAWINGS ARE NOT TO BE USED FOR CONSTRUCTION UNTIL THE DRAWING IS LABELED ISSUED FOR CONSTRUCTION AND THE ENGINEERING SEAL IS SIGNED BY THE ENGINEER OF RECORD VAN EE ENGINEERING IS NOT RESPONSIBLE FOR THE ACCURACY OF SURVEY, ARCHITECTURAL, MECHANICAL, ELECTRICAL, ETC. INFORMATION SHOWN ON THESE DRAWINGS. INFORMATION FOR OTHER DISCIPLINES IS SHOWN FOR REFERENCE ONLY. REFER TO THE APPROPRIATE DRAWINGS BEFORE PROCEEDING WITH ANY WORK. THESE DRAWINGS ARE COPYRIGHT AND PROPERTY OF VAN EE ENGINEERING AND MAY NOT BE USED FOR ANY PURPOSES OTHER THAN FOR THE PROJECT FOR WHICH IT WAS PREPARED.

The Architect noted above has exercised responsible control with respect to design activities. The Architect's Seal Number is the Architect's BCDN.

PROJECT TITLE

EXISTING RESIDENTIAL BUILDING
4147 RIVERSIDE DR E
WINDSOR

DRAWING TITLE

EXISTING ATTIC & ROOF LAYOUT
EAST ELEVATION

NOTE

KEY PLAN

GENERAL NOTES:
1. DO NOT SCALE DRAWINGS

2. VERIFY ALL DIMENSIONS AND EXISTING CONDITIONS AS REQUIRED PRIOR TO BIDDING AND COMMENCEMENT OF WORK.

3. COORDINATE ARCHITECTURAL, STRUCTURAL, MECHANICAL, AND ELECTRICAL DRAWINGS PRIOR TO COMMENCEMENT OF WORK.

4. SHOULD ANY CONFLICTS AND/OR DISCREPANCIES ARISE, NOTIFY THE ARCHITECT/ENGINEER IMMEDIATELY, IN WRITING PRIOR TO PROCEEDING WITH ANY WORK.

5. ALL WORK SHALL COMPLY OR EXCEED THE REQUIREMENTS OF THE ONTARIO BUILDING CODE, FIRE CODE, PLUMBING CODE, ELECTRICAL CODED, AND LOCAL BY-LAWS.

REVISION RECORD

#	DESCRIPTION	DATE
1	CLIENT REVIEW	2026-02-02
2	CLIENT REVIEW	2026-02-16
3	PERMIT APPLICATION	2026-02-18
4	PERMIT APPLICATION	2026-09-10
5	CLIENT REVIEW	2026-10-16

PROJECT NOTE

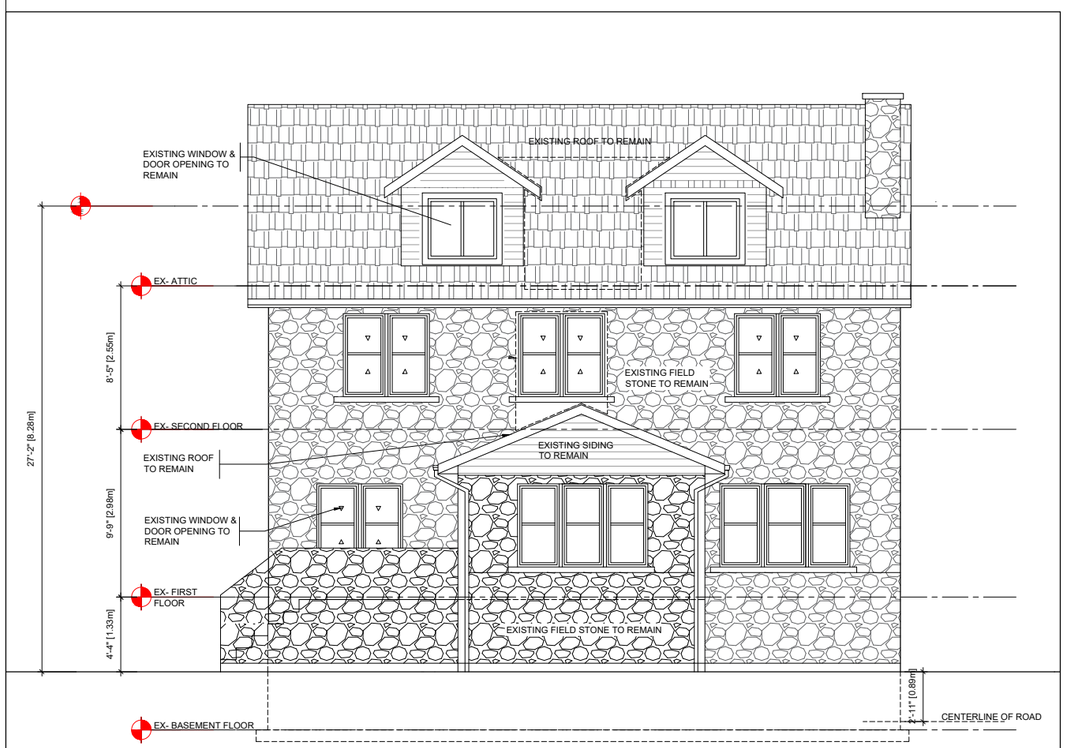
PROJECT NUMBER	25-017
DATE	2025-04
DRAWN BY	M.H.
CHECKED BY	M.H.
APPROVED BY	M.H.

SHEET SIZE
ARCH D (24" x 36")

SHEET NUMBER
A-3R1

SCALE AS NOTED

ISSUED FOR IFP



A-4 PROPOSED EAST ELEVATION
1/4"=1'-0"

AVANT DESIGN INCORPORATION

5980 TECUMSEH RD. E, WINDSOR, ON, N8T 1E3
Phone: 519 919-2010
Email: mohhanash81@gmail.com
Website: https://https://avantgroupincorp.com

PROPRIETARY AND CONFIDENTIAL
THE PLAN AND DESIGN CONTAINED IN THIS DRAWING IS THE SOLE PROPERTY OF AVANT GROUP INC. ANY REPRODUCTION IN PART OR AS A WHOLE WITHOUT THE WRITTEN PERMISSION OF AVANT GROUP INC. IS PROHIBITED.

ORIGINAL FULL SIZE DRAWINGS ARE ARCH E1 -30" x 42" DO NOT SCALE DRAWINGS ALL CONSTRUCTION MUST CONFORM TO ALL APPLICABLE LOCAL CODES, BY LAWS AND ALL REQUIREMENTS OF THE AUTHORITIES HAVING JURISDICTION THESE DRAWINGS ARE NOT TO BE USED FOR CONSTRUCTION UNTIL THE DRAWING IS LABELED ISSUED FOR CONSTRUCTION AND THE ENGINEERING SEAL IS SIGNED BY THE ENGINEER OF RECORD VAN EE ENGINEERING IS NOT RESPONSIBLE FOR THE ACCURACY OF SURVEY, ARCHITECTURAL, MECHANICAL, ELECTRICAL, ETC. INFORMATION SHOWN ON THESE DRAWINGS. INFORMATION FOR OTHER DISCIPLINES IS SHOWN FOR REFERENCE ONLY. REFER TO THE APPROPRIATE DRAWINGS BEFORE PROCEEDING WITH ANY WORK. THESE DRAWINGS ARE COPYRIGHT AND PROPERTY OF VAN EE ENGINEERING AND MAY NOT BE USED FOR ANY PURPOSES OTHER THAN FOR THE PROJECT FOR WHICH IT WAS PREPARED.

The Architect noted above has exercised responsible control with respect to design activities. The Architect's Seal Number is the Architect's BCDN.

PROJECT TITLE

EXISTING RESIDENTIAL BUILDING
4147 RIVERSIDE DR E
WINDSOR

DRAWING TITLE

ELEVATIONS

NOTE

KEY PLAN

GENERAL NOTES:
1. DO NOT SCALE DRAWINGS

2. VERIFY ALL DIMENSIONS AND EXISTING CONDITIONS AS REQUIRED PRIOR TO BIDDING AND COMMENCEMENT OF WORK.

3. COORDINATE ARCHITECTURAL, STRUCTURAL, MECHANICAL, AND ELECTRICAL DRAWINGS PRIOR TO COMMENCEMENT OF WORK.

4. SHOULD ANY CONFLICTS AND/OR DISCREPANCIES ARISE, NOTIFY THE ARCHITECT/ENGINEER IMMEDIATELY, IN WRITING PRIOR TO PROCEEDING WITH ANY WORK.

5. ALL WORK SHALL COMPLY OR EXCEED THE REQUIREMENTS OF THE ONTARIO BUILDING CODE, FIRE CODE, PLUMBING CODE, ELECTRICAL COED, AND LOCAL BY-LAWS.

REVISION RECORD

#	DESCRIPTION	DATE
1	CLIENT REVIEW	2026-02-02
2	CLIENT REVIEW	2026-02-16
3	PERMIT APPLICATION	2026-02-18
4	CLIENT REVIEW	2026-10-16

PROJECT NOTE

PROJECT NUMBER	26-017
DATE	2026-01
DRAWN BY	M.H.
CHECKED BY	M.H.
APPROVED BY	M.H.

SHEET SIZE
ARCH D (24" x 36")

SHEET NUMBER
A-4

SCALE **AS NOTED**

ISSUED FOR IFP

THE CITY OF WINDSOR ONTARIO, CANADA

Council Report: S 112/2026

Subject: On-site Signs Providing Notice of Planning Applications - City Wide

Reference:

Date to Council: November 9, 2026
Author: Greg Atkinson, Deputy City Planner - Development
519-255-6543 ext. 6582
gatkinson@citywindsor.ca

Laura Diotte, Manager - Planning, Development Applications
519-255-6543 ext. 6396
lbdiotte@citywindsor.ca
Planning & Building Services
Report Date: 10/23/2026
Clerk's File #: AB2026

To: Mayor and Members of City Council

Recommendation:

1. THAT Report S 112/2026 regarding on-site signs providing public notice of planning applications **BE RECEIVED**; and

2. THAT By-law 250-2004 (A By-law Respecting Signs and Other Advertising Devices in the City of Windsor) **BE AMENDED** as follows:

    a. Adding the following definition to Section 2.0 Definitions and Interpretation in alphabetical order and that the appropriate subsections be renumbered as necessary:

    PLANNING APPLICATION SIGN means a temporary SIGN located on private property that provides public notice of a planning application and contains content prepared by City of Windsor Administration.

    b. Adding the following to Section 5.0 – Signs Not Requiring a Sign Permit:

    5.1.2 c) xi) PLANNING APPLICATION SIGN, exclusive of a sign requiring a design prepared by a licensed Architect or Professional Engineer under Div. C, Section 1.2.1.2 6) & 7) of the Ontario Building Code.

    c. Amending the following Section 10.1.1 (a) as follows:

10.1.1 Unless otherwise specifically provided by this By-law, no PERSON shall ERECT, cause to ERECT, DISPLAY or cause to DISPLAY any of the following SIGNS:

(a) Any SIGN ERECTED, painted on or DISPLAYED against a fence or noise attenuation wall, with the exception of an APPROVED INFORMATION SIGN or PLANNING APPLICATION SIGN.

Executive Summary:
N/A

Background:
The *Planning Act* requires planning authorities to provide notice of a statutory public meeting in advance of the Committee of Adjustment (C of A) considering an application for Minor variance or Consent and the Development and Heritage Standing Committee (DHSC) considering an Official Plan Amendment (OPA), Zoning By-law Amendment (ZBA), Plan of Subdivision (SDN), or Plan of Condominium (CDM). The *Act* sets out the required timing of the notice, prescribes the methods of providing notice, and specifies who shall receive the notice.

The *Act* provides the following two options for method of providing notice:

1. a) Mail out to every owner of land within a minimum of 60 metres of the subject site (for C of A applications) or 120 metres (for DHSC applications): and

   b) Posting a sign, clearly visible from the street or other place where the public has access on the subject property.

2. Publication in a newspaper that has sufficient general circulation within the area to which the application applies. If in the opinion of the Secretary-Treasurer (for C of A applications) or the City Clerk (for DHSC applications) a newspaper with sufficient circulation does not exist, the notice may be given on the website of the municipality.

The City of Windsor has historically provided notice in the Windsor Star in advance of C of A and DHSC meetings to meet its statutory notice requirements. As a courtesy, a mail out notice to all owners within 60 metres of the subject site for C of A and 200 metres for DHSC applications is also provided. Application details are also posted on the City's current development applications and C of A webpages.

Discussion:

The City's current notification practices exceed the minimum statutory notice requirements prescribed by the Planning Act. In addition to publication in the Windsor Star to satisfy the statutory notice requirements, the City provides mailed notice to property owners within established circulation areas and makes application information available on the City's website. These additional measures are intended to broaden public awareness of planning applications and opportunities for participation.

Despite these additional notification measures, Planning staff have observed that some delegates attending public meetings indicate they were unaware of an application or did not receive notice. This may occur where individuals do not regularly read the Windsor Star, live outside the applicable mail circulation area, or otherwise do not encounter the City's existing notification materials. The potential use of on-site planning application signage has therefore been discussed at DHSC and City Council as an additional means of increasing public awareness. In response, the Planning Department initiated a pilot program in March 2026 to provide on-site signage for Committee of Adjustment applications.

Committee of Adjustment

In March 2026, the Planning Department initiated an on-site signage pilot specifically for C of A applications. The pilot signage was provided as an additional notification measure, supplementing the City's existing practice of advertising C of A applications in the Windsor Star and mailing notice to property owners within 60 metres of the subject site (see example sign template in Appendix A).

The pilot has been successful, with signs posted on site for every application over the past eight C of A meetings. Each sign includes a QR code that directs the public to additional information about the application and allows staff to track the number of scans. For Committee of Adjustment applications, the QR code links directly to the online Committee of Adjustment agenda, which includes the application and staff reports, when available. Since the pilot was implemented in March 2026, the QR codes have been scanned 256 times. In addition, approximately one to two people per meeting have indicated, when registering to participate, that they became aware of the application through the sign posted on the subject property.

Development & Heritage Standing Committee

Building on the success of the C of A pilot, an on-site planning application sign template providing notice of DHSC meetings has also been developed (see Appendix B). The Planning Department will initiate a pilot for notice of DHSC meetings in 2027 (similar to the C of A sign pilot). The DHSC signs will be much larger than the C of A signs and be placed on site for a longer period. Signs will be placed on-site upon deeming an application complete and remain until a Council decision is rendered (approximately 3-4 months).

Applicants will be responsible for printing and installing the sign using the template provided in Appendix B, which will be approved by Planning staff. In accordance with the applicable notice requirements under the *Planning Act*, approximately 20 days prior to the statutory public meeting, further information (e.g. a sticker) will be affixed to the sign identifying the date, time and location of the meeting. Details regarding how to register as a delegate or provide written correspondence will also be included. Where the required sign is not posted within the prescribed timeframe, the application may be deferred to a future meeting to ensure compliance with statutory notice requirements.

To support the use of on-site signs for planning applications, amendments to the City's Sign By-law #250-2004 are required. The amendments would establish "Planning

Application Sign" as a separate category of sign and set out the requirements that apply to these signs.

It is recommended that the following definition be added to Section 2.0 of the Sign By-law:

> PLANNING APPLICATION SIGN means a temporary sign located on private property that provides public notice of a planning application and contains content prepared by City of Windsor Administration.

It is also recommended that the Sign By-law be amended to:

- exempt Planning Application Signs from the requirement to obtain a sign permit, except where the sign requires a design prepared by a licensed Architect or Professional Engineer in accordance with the Ontario Building Code; and
- permit Planning Application Signs to be affixed to a fence.

Risk Analysis:

There are no significant risks anticipated with the proposed changes to the notification process. The on-site signage pilot for C of A applications has demonstrated that signage can be effectively used as a public notification method, and the current notification approaches in place exceed the applicable requirements of the *Planning Act*.

The risk associated with implementing the on-site signage pilot for DHSC applications is also considered low. The proposed signage will meet the applicable notice requirements of the *Planning Act*, while Windsor Star advertising will continue during the pilot period. This approach will allow Administration to assess the effectiveness of the DHSC signage before any recommendation is brought forward to Council regarding changes to the methods of notification.

Climate Change Risks

Climate Change Mitigation:
N/A

Climate Change Adaptation:
N/A

Financial Matters:
Committee of Adjustment Signs

The approximate cost to print a 24" x 18" C of A sign is $20. Council approved a $20 Committee of Adjustment sign fee as part of the 2026 User Fee Schedule. Applicants are charged the fee at the time of application, fully recovering the cost of the sign.

Development and Heritage Standing Committee Signs

The approximate cost to print a 72” x 48” development sign is $265 plus HST. This cost, along with any installation costs, would be the responsibility of the applicant and paid directly to the sign contractor with no involvement with the City. Large or corner properties may require more than one sign. Any adjustments to application fees would be recommended as part of a future planning application fee review.

Consultations:

The Deputy CBO of Permitting, Deputy CBO of Inspections, Manager of Licensing and Enforcement, Financial Planning Administrator, Senior Urban Designer, and Building Engineer responsible for sign permits were consulted on the recommended changes to Sign By-law 250-2004.

Conclusion:

The C of A on-site signage pilot has demonstrated that planning application signs can be an effective way to increase public awareness of planning applications. Building on the success of this pilot, the proposed DHSC signage pilot is expected to further enhance public awareness and participation in the planning approvals process, particularly among residents located beyond the 200-metre mail notification area. The proposed approach complies with the requirements of the Planning Act and will not result in additional costs to the City.

Following completion of both signage pilots, Administration will report back to Council with any recommended changes to the notification processes.

Planning Act Matters:

I concur with the above comments and opinion of the Registered Professional Planner.

Neil Robertson, MCIP, RPP
City Planner

I am not a registered Planner and have reviewed as a Corporate Team Leader
JP RM

Approvals:

Name	Title
Laura Diotte	Manager – Planning, Development Applications
Greg Atkinson	Deputy City Planner - Development
Neil Robertson	City Planner
Aaron Farough	Senior Legal Counsel, Legal & Real Estate
Jelena Payne	Deputy CAO/Commissioner, Economic Development
Ray Mensour	Chief Administrative Officer

Notifications:

Name	Address	Email
Local Planning Consultants		

Appendices:

1 Appendix A - Committee of Adjustment Sign Template
2 Appendix B: DHSC Sign Template

PUBLIC NOTICE

Committee of Adjustment Meeting

Notice of Minor Variance and/or Consent Application

Scan the QR code for the meeting agenda, application information, and instruction for how to register and participate in the meeting.

For more information please email coadjustment@citywindsor.ca, call 311 or visit CityW.ca/COA.

SCAN ME

THE CITY OF WINDSOR
ONTARIO, CANADA

FILE # - A-654/26 & B-654/26

ELECTRONIC HEARING DATE
November 12, 2026 at 3:30 PM

THIS SIGN SERVES AS NOTICE REQUIRED BY THE PLANNING ACT

The property owner of these subject lands has been applied for consent and/or minor variance. Sections 45(1) & 54(5) of the Planning Act authorize the Committee of Adjustment to consider these requests:

APPLICANT AND PROPERTY INFORMATION

LEGAL DESCRIPTION: PLAN 6543 LOT 1

OFFICIAL PLAN DESIGNATION	ZONING OF SUBJECT LAND(S)
Residential	Residential RD1.1

Applicant/Owner(s)	Authorized Agent(s)	Subject Property
Owner Name: Development Corp.		6543 Avenue Blvd

PURPOSE OF APPLICATION

Minor Variance and Consent - Requesting relief for reduced minimum lot width and area for the retained lots.

By-Law	Provision	Provision Description	Requirement	Proposed
Zoning Bylaw 8600	10.1.5.1	Minimum Lot Width- Retained Lot	15.0m	13m
Zoning Bylaw 8600	10.1.5.2	Minimum Lot Area-Retained Lot	450.0m^2	370m^2

Type of Consent Application Transaction: New Lot

***PLEASE NOTE**: Administrative comments are available online **prior** to the hearing (after 12:00 noon on the Monday prior to the hearing date) | Application objections must be provided in writing prior to **November 12 2026** in writing via email to jwatson@citywindsor.ca | If you would like to be notified in writing of the Notice of Decision please email coadjustment@citywindsor.ca prior to the hearing date.*

NOTICE

THE CITY OF WINDSOR
ONTARIO, CANADA

A change is proposed in your neighbourhood

Zoning By-law Amendment and Official Plan Amendment

1234 Main Street

Applicant: Development Corporation 1234567 Inc

Details: Combined use building with 10 dwelling units
Commercial uses on the ground floor
3 storeys with maximum height of 12 metres
12 parking spaces provided on-site



Public Meeting Information

Statutory Public meeting information will be posted on this sign when available.

File # Z XXX-26 and OPA XXX

LEARN MORE

Contact

For more information about this application, including information about appeal rights and where additional information and materials will be available to the public for review, contact the Planning Department at

(519) 255-6543 PlanningDept@citywindsor.ca